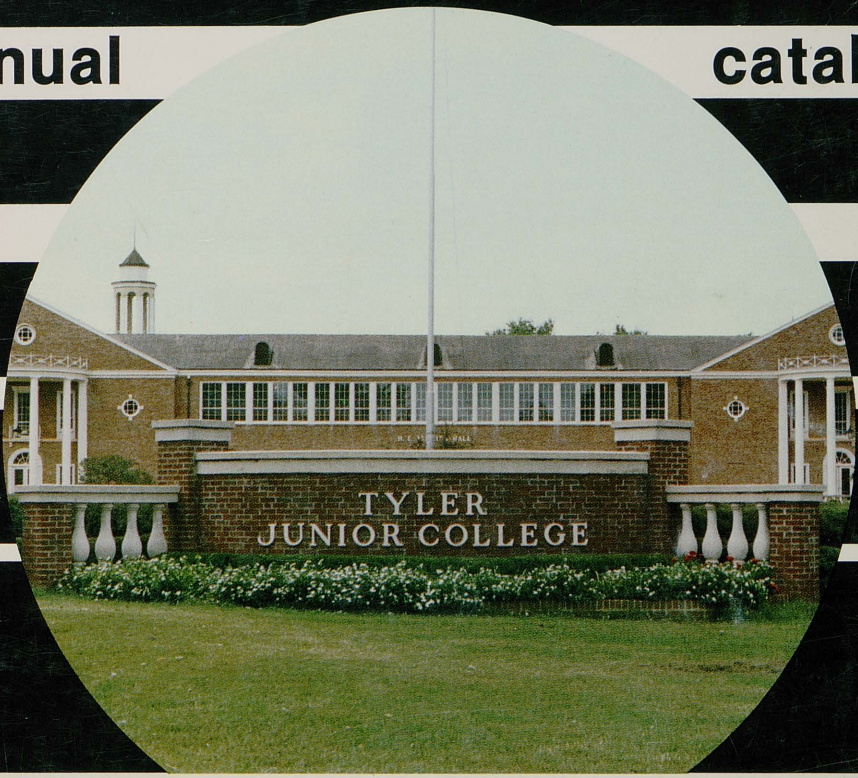
TYLER JUNIOR COLLEGE

annual catalog



Since the programs, policies, statements, and/or courses contained herein are subject to continuous review and evaluation, Tyler Junior College reserves the right to make changes at any time without notice. This publication is therefore intended for information only.

Students should become familiar with the contents of this catalog.

COVER BY MICHAEL BLACK, A GRAPHIC COMMUNICATIONS MAJOR
FROM TYLER, TJC CLASS OF '84

TYLER JUNIOR COLLEGE

EAST FIFTH STREET

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ANNUAL CATALOG

1983 - 1984

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TYLER, TEXAS

AN EQUAL OPPORTUNITY EMPLOYER

TYLER JUNIOR COLLEGE AGREES TO ABIDE BY
EXECUTIVE ORDER #11246.

GENERAL COLLEGE CALENDAR—1983-1984

FALL SEMESTER	1983
Early registration for fall	August 1-19
General faculty meeting	August 22
Faculty development workshops	August 23
Registraiton	August 24
Last day to register without paying late fee	August 24
Freshman orientation	August 25, 26
Division workshops	August 25, 26
First day of classes (late registration)	August 29
Last day to change schedule (late registration ends)	September 1
Labor Day holiday	September 5
Last day to apply for fall degree	September 30
Mid-semester grades due	October 24
Early registration for spring semester	October 31
Thanksgiving holidays (inclusive)	November 24-27
Last day to drop course with a grade of W	December 9
Beginning of final exams	December 12
Last day of fall semester	December 16
SPRING SEMESTER	**1984**
General faculty meeting	January 9
Faculty development workshops	January 10
Division workshops	January 11
Registration	January 12
Last day to register without paying late fee	January 12
Faculty planning day	January 13
First day of classes (late registration)	January 16
Last day to change schedule (late registration ends)	January 19
Last day to apply for spring degree	March 1
Career Day (student holiday)	March 9
Mid-semester grades due	March 12
Spring holidays (inclusive)	March 17-25
Early registration for fall semester	March 26
Easter holidays (inclusive)	April 20-22
Last day to drop a course with a grade of W	May 4
Beginning of final exams	May 7
Last day of spring semester	May 11
Commencement	May 15
***SUMMER SESSION I**	**1984**
Registration for first term	June 1
Classes begin for first term (most classes meet Monday through Thursday)	June 4
Holiday	July 4
Final exams for first term	July 5
***SUMMER SESSION II**	
Registration for second term	July 6
Classes begin for second term (most classes meet Monday through Thursday)	July 9
Last day to apply for summer degree	August 1
Final exams for second term	August 8

*Some programs must vary these summer session schedules

BONNA BESS VAUGHN CONSERVATORY

BOARD OF TRUSTEES

Dr. Eugene M. Allen ..... President

Dr. Patrick R. Thomas ..... First Vice-President

Dr. Jim M. Vaughn ..... Second Vice-President

Maxene Robinson ..... Secretary

Mr. Earl C. Andrews

Mr. Jack W. Flock

Dr. Edward M. Potter

Mr. A. D. Clark, Jr.

Judge Harry Loftis

Mr. James W. Fair

THE HISTORY AND DEVELOPMENT OF TYLER JUNIOR COLLEGE

The original Tyler Junior College was established in 1926 as a part of the Tyler Public School System. It operated under this plan with a small enrollment until September 1, 1946.

On November 13, 1945, the voters established a new, independent Tyler Junior College District, authorized a tax levy for the support of the College, and authorized a bond issue for the erection of a new College plant on its own campus separating it from the public school system on September 1, 1946.

Since then the Tyler Junior College District has been enlarged and extended by ten neighboring school districts which voted to become a part of the College District for junior college purposes only. The present Tyler Junior College District is now composed of the following districts:

The Tyler Independent School District.
The Winona Consolidated Rural High School District No. 67.
The Chapel Hill Independent School District.
The Lindale Independent School District.
The Rice Consolidated Common School District No. 13.
The Dixie Rural High School District No. 5.
The Swan Consolidated Common School District No. 60.
The Pine Springs Common School District No. 48.
Flint Common School District No. 18.
Van Independent School District.
Grand Saline Independent School District.

The College is operated under statutory authority by its Board of Trustees, composed of nine members.

Students residing in the Tyler Junior College District are entitled to priority in enrollment. Others are admitted if facilities are available, but the College reserves the right to limit the enrollment of students residing outside the Tyler Junior College District whenever in its judgment facilities are not available for additional students.

GENERAL INFORMATION

STATEMENT OF PURPOSE

Tyler Junior College recognizes the responsibility to offer educational opportunities at minimal cost to students varying in interests, aptitudes, talents, needs and goals. It ofers equal opportunity to all students meeting admissions requirements. Specific objectives include the following:

Educational: To provide two years of fully transferable college credit courses designed to develop logical, creative, and objective thinking, and to stimulate intellectual curiosity by exposing students to the various academic disciplines;

To provide two-year technical programs in order to prepare students to gain occupational competency as technical personnel in industry, business, government, or as owner-operators of their own establishments;

To provide two-year programs in paramedical and other health professions to train students to meet the needs for personnel in the health related services of the community;

To provide programs of vocational education for employed adults who need additional training or re-training in order to increase occupational competency.

Cultural: To cultivate the knowledge and appreciation of human achievements in the arts and sciences by providing convocations, by offering elective and adult education courses that stimulate interest in the arts, and by encouraging students to participate in cultural activities.

Social: To encourage the exercise of friendliness and other social virtues by providing opportunities for students to gather at conveniently located students lounges and by offering a well-planned, diversified program of extra-curricular activities, planned and implemented by both the student body and the faculty.

Civic: To encourage effective student government in order to create in each student an intelligent interest in the governmental processes, and to prepare him for responsible citizenship. The community is also encouraged to use the facilities of the college.

Physical: To provide programs of physical development and of competitive sports in order to encourage good habits of physical and mental health, and to stimulate interest in recreation and good sportsmanship.

ACCREDITING. Tyler Junior College is a member of the Southern Association of Colleges and Schools for the Southern States.

Membership in this accrediting association makes possible the transfer of credit for work done in Tyler Junior College to other colleges and universities.

Since colleges differ in their curricula, a student should secure the catalog of the institution to which he intends to transfer credit. Courses for his first two years should be planned in accordance with the degree plan of the institution to which he will transfer.

ADMISSION. All materials required for admission to Tyler Junior College should be on file in the admissions office prior to registration. New and readmit applicants whose file is incomplete at the time of registration will be allowed to enroll on conditional status pending completion of admission file. Readmit applicants will not be allowed to re-enroll if admission file was incomplete during period of prior enrollment. NO STUDENT WILL BE PERMITTED TO RE-ENROLL UNTIL ALL ADMISSION REQUIREMENTS HAVE BEEN MET. Students are encouraged to submit applications as early as possible in order to facilitate the early advisement process.

Admission to Tyler Junior College does not guarantee admission to a specific vocational-technical program.

Allied health programs are limited because of facilities, and admission to any of these programs requires separate application directly to that program well in advance of the fall semester. Programs which require separate application include dental hygiene, medical laboratory technology, nursing, radiologic technology, respiratory therapy, vocational nursing, and ophthalmic dispensing technology.

RESPONSIBILITY RESTS UPON THE STUDENT APPLICANT FOR INSURING THAT ALL NECESSARY MATERIALS HAVE BEEN SUBMITTED FOR ADMISSION.

Methods of Admission

Tyler Junior College gives equal consideration of all applicants for admission without regard to race, creed, color, sex, physical handicap, or national origin.

1. Admission by Graduation from High School.

   Graduation from a standard high school with at least fifteeen units of high school credit, including three units in English, is required. The elective units must be chosen from the list approved by the Texas Education Agency.

2. Admission by Examination (General Educational Development Test).

Applicants whose high school class has graduated and who wish to enroll in Tyler Junior College may be considered. The applicant must present satisfactory scores on the GED test prior to admission.

3. Admission of Transfer Students.

Students may be accepted on transfer from other regionally accredited colleges and universities when eligible to return to their former institutions.

A student seeking to transfer to Tyler Junior College must:

a. Present a complete transcript from all colleges or universities attended, bearing impress of seal and signature of college official. The document should include the previous admission record and evidence of honorable dismissal.

b. Continue on scholastic probation at Tyler Junior College if he has been placed on probation at another institution.

c. Not seek to be admitted to Tyler Junior College if he is on enforced scholastic withdrawal from another institution. Residents of the Tyler College District may apply to the dean of admissions for special consideration.

Transfer students will have credit recognition to a maximum of 45 semester hours toward an appropriate Tyler Junior College degree on work averaging two grade points per semester hour on a four point system.

Such students may earn an appropriate Tyler Junior College degree by completing the last 15 semester hours or more in Tyler Junior College with a C average.

A student transferring from another collegiate institution is not at liberty to disregard his collegiate record and apply for admission on the basis of his high school record or a part of his college record.

4. Special Admissions.

a. Adult students 21 years of age or over may be admitted upon approval of the dean of admissions.

b. Early Admission Students: Special high school students are accepted during their senior year upon recommendation of their high school counselor or principal, and with the permission

of their parents. These students may take one or two courses each semester. Credit for the courses will not be released until the student graduates from high school and furnishes Tyler Junior College with a transcript showing date of graduation.

c. Allied Health Programs: In addition to admission to Tyler Junior College, students must fill out appropriate application to the particular allied health program in which they are interested. Enrollment into these programs is limited due to clinical facilities available.

5. International Students.

The following requirements apply to international students:

Immigrant and refugee students — Students must submit verification of Immigrant Card or I-94 Refugee permit.

Non-immigrant alien students — The following requirements apply to all students holding visa category A-L issued by Immigration and Naturalization Service:

a. Application and all documents should be submitted at least 30 days prior to registration.

b. Official copy of transcript for the last four years of secondary school. The official transcript must be an original copy translated into English and must show each course completed and grade earned. Students who have attended an American college or university do not need to submit a high school transcript.

c. Official copy of transcript from each college or university attended. All foreign transcripts must be certified English translations.

d. Proof of English proficiency.

1. Test of English as a Foreign Language (TOEFL); minimum acceptable score is 525.

2. Completion of an English Language School or program of recognized standing with proficiency attained equivalent to above TOEFL score as approved by office of admissions.

3. Other proof of English proficiency equivalent to above TOEFL score as approved by office of admissions.

e. Immunization certificate immunization requirements for international students.

1. Freedom from infectious tuberculosis should be ascertained by:

a. Tuberculin Test (T.T.U. PPD, Maxtoux Technique) required within six months prior to admission if there is no medical contraindication.

b. Posterior/Anterior chest x-ray is required prior to admission if Tuberculin Test had positive reaction.

2. Types of Immunizations:

a. diptheria (within 10 years)
b. tetanus (within 10 years)
c. poliomyelitis (Types I, II, & III)
d. mumps
e. measles
f. Rubella

f. Proof of financial ability to stand all expenses for the college year. We have no scholarship aid available for foreign students nor do we issue work permits for them. This means that the student must show his ability to stand all expenses for the college year.

g. Proof of hospital and accident policy to cover hospitalization is required.

h. Compliance with all requirements and procedures established for visa category by Immigration and Naturalization Service.

6. Test Scores Admission Requirement.

All regular beginning freshman students (including those with up to 15 semester hours) must submit scores of the American College Testing Program or College Board. The scores are used for counseling and placement purposes.

It is the student's responsibility to see that these scores are reported to the registrar well in advance of actual enrollment. Students who were not able to take the tests, however, are required to do so after arrival on the campus.

The American College Testing Program and College Board tests are scheduled at Tyler Junior College and other conveniently located centers in Texas and elsewhere. A list of them will be found in the Student Information Bulletins of the testing services. Such information booklets and registration forms, as well as the current year's testing dates, may be obtained from high school or college counselors or registrars.

Transfer students with less than fifteen semester hours of credit must submit scores from either the American College Testing Program or the College Board.

Registration and Withdrawal Regulations

Responsibility for Admission Requirements. The student himself is responsible for meeting all admission requirements including furnishing the necessary transcripts of his work. His failure to meet all requirements within a reasonable period of time after registration may cause him to be dropped from all work for which he has been enrolled.

Tyler Junior College reserves the right to refuse admission or readmission to any applicant who does not comply with admissions procedures or where evidence exists that the applicant probably would be incompatible with the aims and objectives of the College, or where in the judgment of the College, the applicant's presence on campus would not be in the best interest of the applicant or the College. An applicant who has a record of numerous arrests for violations of the law or whose conduct consistently has demonstrated anti-social behavior can be accepted only if the College is fully satisfied that his/her admission will be in the best interest both of the applicant and the College. Any person who does not agree with the above policy has the right of due process.

Late Registration. Students should register at the scheduled times in order to have the widest choice of courses and to make the registration procedure more uniform. With approval of the dean of admissions a student may be permitted to enroll after the scheduled period, but a late registration fee of $10.00 will be charged.

Adding and Changing Courses. After the beginning of classes, adding or changing of courses will be approved only for the most pressing of reasons such as change of degree plan, conflict of classes, etc. The final date for such changes is the last day of the first week of classes. Application for such changes is made in the registrar's office. A "change of schedule" fee of $5.00 per student will be charged.

Policy for Auditing a Course. When space is available, permission to audit a course may be granted to students who have been admitted to the College, and who either already have credit in the course or do not wish credit for the work.

Students auditing a course may not, under any circumstances, claim credit for the course. Registration of such students will occur on the last day of late registration, or on the date specified in the College catalog. A student who is registered for a course may not change from credit to audit in the course during audit registration or at any time during the semester.

Charges for Auditing a Course. Charges are the same as for regular registration. *Persons 65 years of age or older may audit credit courses without tuition charges on a space-available basis.*

Quantity of Work Rule. Students enrolled in 12 or more semester hours of work are considered full time students. The standard amount of credit work for each student in the regular session is 15 or 16 hours a semester exclusive of physical activity courses.

The standard amount of credit work for each student in the summer session is six hours a summer term.

Withdrawals. A student desiring to withdraw from school must submit a withdrawal petition to the registrar's office.

Attendance. Regular class attendance is fundamental for the success of the student; therefore, a student must report promptly and regularly to all classes. Students who are not in attendance enough to be certified to the state will be dropped from the rolls of that class.

Guidance and Counseling. The college offers an extensive program in testing, guidance and counseling, under the supervision of the director of counseling.

Academic Probation. Students failing to make satisfactory progress in their scholastic programs will be placed on probation the following semester. Failure to remove the classification may call for academic suspension.

Satisfactory progress is defined as follows:

A student must maintain a 2.0 grade point average on all work completed. Completed courses are those which receive grades of A, B, C, D, F, or WF. A student who fails to achieve this average at the end of the first semester will receive notification from the dean of admissions advising him of his probationary status.

Should a student fail to achieve a 2.0 grade point average at the end of a second consecutive semester, the student will receive notification from the dean of admissions advising the student that he must report for counseling.

Should a student fail to achieve a 2.0 grade point average at the end of a third consecutive semester, the student will receive notifica-

tion from the dean of admissions that the student will not be permitted to attend Tyler Junior College for the next long semester.

A student suspended for scholastic reasons may appeal his suspension to the admissions appeals committee.

Students requesting transfer to Tyler Junior College will be evaluated by the dean of admissions utilizing the same criteria as applied to Tyler Junior College students.

Grades and Reports. Students or parents receive grade reports every eight weeks. The standing of the student in each course is determined by his class performance and by regular examinations. Two hours is considered a reasonable amount of time for average students to spend in preparation for each hour of class work.

Students' grades may be interpreted as follows:

A	Excellent	I	Incomplete*
B	Good	W	Official drop or withdrawal
C	Average	WF	Official drop or withdrawal while
D	Poor		failing, or an unofficial drop for lack
F	Failure		of attendance after midsemester.

*An incomplete must be made up within the following semester. If the course is not completed, the "I" will be changed to "F".

Dean's List. To promote high standards of scholarship, the College has established the dean's list, which is published at the end of each semester. The grade of "A" carries four honor points per semester hour; the grade of "B" carries three; the grade of "C" carries two; and the grade of "D" carries one per semester hour. To qualify for the dean's list, a student must complete a minimum of 12 semester hours, and have a 3.3 grade point average with no D's, F's, or WF's.

Graduating With Honors. To graduate with honors at the completion of 60 semester hours of work, the student will need to accumulate honor points on all hours completed, as follows:

Highest Honors — 4.0 grade point average
High Honors — 3.6 grade point average
Honors — 3.3 grade point average

Numbering of Courses. One semester hour represents one class hour per week for four and a half months; for example, one course meeting three hours a week for nine months carries credit of six semester hours.

Courses are numbered as follows (except in nursing): the first digit of the number indicates the college year in which the course is taken; the second digit in the number indicates the semester of the year in which the course is taken; the final digit indicates the credit value of the course in semester hours; thus, English 123 indicates that the course is the first year, second semester English with a credit value of three semester hours.

All descriptive titles of courses are followed by two numbers in parenthesis. The first of these numbers gives the number of class hours each week while the second number gives the number of hours of laboratory each week. For example, the notation (3-2) indicates that a course has three hours of class meetings and two hours of laboratory weekly.

Four-digit numbers (8023) placed with technology programs, and six-digit numbers (011201) placed with academic courses are approval numbers assigned by state agencies.

Transfer to Other Institutions. Since colleges differ in their curricula, a student should secure the catalog of the institution to which he intends to transfer credit. Courses for his first two years should be planned in accordance with the degree plan of the institution to which he will transfer.

Student Load. A student may enroll in one or more courses. A standard load is considered to be five solid courses (three or four semester hours credit each) plus physical education activity and freshman orientation (first semester). Organizations such as band and choir may be added without special permission.

Credit by Examination. Consideration will be given to credit by examination, CLEP credit, credit for experience, etc., to those students completing proper application forms in the office of the registrar.

Records and Transcripts. Students shall have access to their official education records and shall have the opportunity to challenge such records if they deem them inaccurate, misleading, or otherwise in violation of their privacy or other rights. Except for directory information, Tyler Junior College will not release personally identifiable data from student records to other than a specified list of exceptions without the written consent of the student. Even a release of information to parents requires a student's written consent.

In compliance with the Family Educational Rights and Privacy Act of 1974, (PL-93-380), as amended, the following information is provided concerning student records maintained by Tyler Junior Col-

lege; and upon request, this Act is available for review in the office of the registrar.

Area in which student records are maintained:

1. academic records
   registrar's office, continuing education office and faculty offices;
2. placement and testing records
   counseling center;
3. financial records
   business office and financial aids office;
4. medical records
   college nurse office.

Review of Record. Any student has the right to inspect and review the content of his/her records, to obtain copies at the student's own expense, to receive explanations or interpretations of the records, and to request a hearing to challenge the content. Access to the records may be requested on a form available from the official in charge of the particular record.

Request for a transcript of academic records should be addressed to the office of the registrar. Transcripts requests will not be accepted by telephone. The first transcript will be issued without charge. A $1 fee must accompany each additional request. Transcripts will not be issued to students who have not met all their obligations to Tyler Junior College.

Informal Review: Follow the procedure as outlined for review of record. Official will summarize action taken on review request form. This should be signed and dated by review official and maintained with student's record.

Formal Review: If the informal review does not clarify the question of accuracy of record-keeping the student may request a formal review. The Academic Apeals Committee will hear challenges concerning these records.

General Information. This is information which may be released to the general public without the written consent of the student. A request for general information should be written and will not be accepted by telephone. A student may request that all or any part of the general information be withheld from the public by making written request to the registrar's office during the first 12 class days of a fall or spring semester, or the first four class days of a summer term. This request will apply only to the current enrollment period. The following information is to be included as general information:

name; date and place of birth; current and permanent address; telephone listing; major and minor; current class schedule; number of hours enrolled in current semester; classification; marital status; participation in officially recognized activities and sports; weight and height of members of athletic teams; dates of attendance; degrees and awards received; all previous educational agencies or institutions attended.

Student Consumer Information. Information not found in this catalog regarding Tyler Junior College may be found in the office of the director of student activities.

Graduation, Degrees and Certificates

The College awards the Associate Degree in the fields of liberal arts, applied science, business administration, engineering, and science to those who complete the requirements as set forth for the particular degree desired and who make proper application to the registrar for that degree.

Graduation Under a Particluar Catalog. To receive a degree from Tyler Junior College, a student must fulfill degree requirements for that degree as set forth in a catalog under which he is entitled to graduate. He should understand, however, that he has several choices: (1) He may graduate under the current catalog. (2) He may graduate under the catalog in force the year he first registered at Tyler Junior College (within the limitation stated in the second paragraph below). (3) He may graduate under the catalog for any subsequent year in which he was registered in Tyler Junior College (within the limitations stated in the second paragraph below).

All of these provisions are subject to the limitation that all requirements for a degree must be completed within 4 years of the date of the catalog chosen.

For graduation transfer students must maintain a C average on all work attempted at Tyler Junior College.

For graduation the last fifteen semester hours must be completed in Tyler Junior College.

Students who graduate are required to attend the commencement exercises unless excused.

It will be the responsibility of the students to apply for the appropriate degree or certificate for which they feel they are eligible. The deadline for applying for a degree or certificate for the spring semester will be March 1. The deadline for applying for a degree or certificate at the end of summer terms will be August 1. The deadline for

applying for a degree or certificate at the end of the fall semester will be October 1.

Dates of Graduation. Although the college holds its annual commencement ceremonies only at the close of the spring semester, students who meet graduation requirements may be awarded degrees three times each year — in May, August, and December.

Associate in Arts Degree. Students who complete specified liberal arts or pre-professional requirements for graduation receive the Associate in Arts Degree. Students must complete 60 semester hours of work (exclusive of physical training) with an average grade of at least C.

The 60 semester hours should include 12 hours in English, six in United States history, six in government, and at least 15 hours of sophomore rank; however, the degree will be granted to any student completing any required 60 hours of a Baccalaureate Degree plan, provided Government 213-223, English 113-123, United States History 213-233, Psychology 111, and the required physical training, are included and the general average is at least C.

Associate in Business Administration Degree. The degree of Associate in Business Administration is conferred upon students who complete with a C average programs in the secretarial studies as outlined in this catalogue.

Associate in Applied Science Degree. This degree is granted to students who complete with a minimum of a C average programs in medical laboratory technician, radiologic technology, respiratory therapy, air conditioning and refrigeration, bank management, dental hygiene, drafting, computer science, electronics, electronics power technology, farm and ranch management, fashion merchandising, fire protection technology, graphic communications, criminal justice, mid-management, nursing home administration, opthalmic technician and dispensing, ornamental horticulture, petroleum technology, postal management, real estate management, sports facilities management (tennis), nursing, and surveying as outlined in this catalog.

Allied health students must maintain a C average in their major in addition to maintaining an over-all C average of all required work to graduate.

Proficiency Certificates. Students completing with a minimum of a C average all applied courses in a specific degree plan are awarded Certificates of Proficiency without the completion of liberal arts courses. Allied Health and Mineral Lease Records Degree plans are

not eligible for Proficiency Certificates. Students completing the entire TESN curriculum are eligible for Certificates of Proficiency.

Second Degree. A second Associate Degree may be conferred if all requirements for both degrees have been satisfactorily completed, and at least 30 additional semester hours credit have been earned.

An Associate Degree and a Certificate of Proficiency may both be awarded, if the student has completed all requirements for both a degree and a certificate and has at least 15 hours additional credit above the requirement for the degree.

Physical Education Requirements. Participation in physical education activity is required of all freshmen in Tyler Junior College. However, most degree plans require two years of such courses and most students elect to meet this requirement in Tyler Junior College.

Psychology 111 Requirement. Any student who has not been a full-time student at Tyler Junior College for one long semester will be required to enroll in and complete the college orientation class. The only students exempt from this requirement are those transferring from an accredited college with at least one full semester of college credit as a full-time student (15 hours transferred).

CONTINUING EDUCATION

In accordance with its stated objectives, Tyler Junior College offers a large variety of noncredit educational courses, specifically designed for adult citizens who desire to improve their technical, professional, cultural or social learning beyond their present level of education. The purpose of this continuing education program is to provide learning opportunities for life. Most classes are designed to provide opportunities for individuals to continue in the academic or technical areas, but students may enroll in classes for creative activity, cultural endeavor, or recreational activity.

Basically, continuing education programs are designed to provide:

(1) Adult vocational education for individuals wanting to upgrade their present skills or learn new skills enabling them to explore new occupational fields.

(2) Community service for individuals and groups seeking to enhance the quality of living in the community through cultural and enrichment studies, as well as entertainment and recreation through providing opportunities to explore new activities for personal growth and enjoyment.

(3) Resources for business, industry, labor, government and professional groups needing to supplement their own training and development programs. Training programs are tailor-made and, if desired, offered "in-house" to meet specific job upgrading and mobility needs of individual organizations.

Classes are offered during the day or in the evening and are provided when a sufficient number of students are enrolled. Noncredit courses are open to interested adults without regard to eligibility for admission to college-credit programs.

Tyler Junior College will award the Continuing Education Unit (CEU) to adults who participate in approved, noncredit continuing education activities administered by Tyler Junior College. One Continuing Education Unit (CEU) is equal to ten (10) contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction, and qualified instruction. In no instance should the award of CEU be equated with college credit applicable toward a degree.

For further information concerning continuing education programs, contact the associate dean of continuing education at 497-1536.

Buildings and Facilities

Tyler Junior College occupies a 76-acre campus upon which many modern buildings, primarily of colonial architecture, have been erected.

H. E. Jenkins Hall. Many of the academic classes are held in this building and in it also are located the business offices, laboratories, and various special rooms.

Potter Hall. This modern building includes offices, classrooms, laboratories and special facilities.

Wise Auditorium — Fine Arts Building. This building erected from the proceeds of a bond issue and a substantial gift from the Hon. Watson W. Wise, includes an auditorium of surpassing beauty, in addition to special rooms for music, art, drama, and speech arts.

George W. Pirtle Technology Center. These buildings include special classrooms and laboratories for instruction in graphic communications, air conditioning and refrigeration, dental hygiene, drafting, electronics, electronic data processing, petroleum technology, photography, surveying, and other technical courses.

Frank Baldwin Maintenance Building. This building contains the various maintenance and utility facilities.

Student Center Building. The College bookstore, snack bar, student life offices, student recreational facilities, student lounges, and College dining hall are housed in this building.

Brady P. Gentry Gymnasium. This gymnasium is used for women's physical education and Apache Belle rehearsals.

Floyd Wagstaff Gymnasium. This building provides modern facilities for a thorough program in physical fitness and for athletic activities as well as general programs. It has a seating capacity of 3000.

Hudnall Planetarium. This building houses one of the largest planetariums in Texas as well as special facilities for space education.

Powell Building. This building provides offices, classrooms, and laboratory space for non-credit continuing education courses. These courses include senior citizens, avocational, and vocational programs.

Aleck Genecov Science and Arts Building. This building opened in the fall of 1975 and provides facilities for laboratory sciences, art classes, and a band hall, as well as offices for the teachers of those subject areas.

Edgar H. Vaughn Memorial Library. This learning resources center houses the library; a complete audio visual aids facility with production facilities, both audio and video; and an ultra-modern computer controlled dial-access information retrieval center. Two hundred electronically equipped study carrels provide the student with instant audio and/or video channels to basic or enrichment information in his courses.

An excellent reference consisting of more than 70,000 volumes is housed in the learning resources center. A competent staff of service librarians constantly seek to help the student in his use of this facility.

The Tyler Museum of Art. This beautiful structure of latest museum design is operated through the cooperation of the Junior League of Tyler and Tyler Junior College.

Bonna Bess Vaughn Conservatory. A large fully-equipped greenhouse-conservatory with a reception area, two classrooms and two offices.

The Watson and Emma Wise Cultural Arts Center. Opened in the fall of 1980, this facility houses the department of music and of speech and drama. Offices, classrooms, practice rooms, and perfor-

mance facilities are all included in this building. The Jean Browne Memorial Theatre is a part of this building.

Student Housing

Reservations. Students wishing to make dormitory reservations should write to the dormitory director, Tyler Junior College, requesting an official application blank for this purpose. It must be accompanied by a deposit of $150.00 for college dormitories and private dormitories.

Students will be notified by mail of the date upon which they should arrive and the supplies which they should bring.

Students accepting college dormitory housing must agree to occupy for at least one academic year.

Dining Hall. Students living in the dormitories are permitted to take their meals in the College dining hall.

Dormitories. Three college-owned modern air-conditioned dormitories for men and three for women are maintained. In addition, two private dormitories for women adjoin the campus. Tyler Junior College cooperates with these privately owned and privately operated dormitories.

Lillye Mae Vaughn Hall. This women's residence hall was erected in 1958 and furnished through the generosity of Dr. and Mrs. Edgar H. Vaughn. It accommodates 48 women.

Lois Holley Hall. This dormitory, completed in 1969 and named in memory of Mrs. Lois Holley, houses 64 women.

Sledge Hall. This dormitory, completed in 1977 and named in memory of Mr. and Mrs. A. F. Sledge, houses 72 women.

Claridge Hall. This privately owned dormitory for 90 women is operated under the same regulations and general supervision of Tyler Junior College.

Bateman Hall. This privately owned dormitory for 166 women is operated under the same regulations and general supervision of Tyler Junior College.

Milford Lewis Hall. Facilities for 48 men are provided. The dorm is named for Milford L. Lewis, a Tyler Junior College graduate and benefactor.

West Hall. Facilities for 48 men are provided.

Hudnall Hall. This dormitory, completed in 1982, accommodates 98 men. The building was named for Mr. James Hudnall for his many generous gifts to Tyler Junior College.

Inspection of Facilities. In the interest of the enforcement of rules and regulations. Tyler Junior College reserves the right to inspect student housing at any time.

DORMITORY RATES*

Holley (Women), Vaughn (Women), Sledge (Women), Center (Men), and West Halls (Men)

The room rent is $350.00 per semester, payable in advance. For a confirmed reservation, a $150.00 payment must be submitted with the application. The balance of $200.00 for the room rent is payable upon moving into the dormitory.

Claridge Hall (Women), Bateman Hall (Women)

Privately owned and privately operated, these two dormitories are adjacent to the campus and operated under College regulations. The room rent is $400.00 per semester payable in advance. For a confirmed reservation, a $150.00 payment must accompany the application.

Due to fire hazard, cooking devices are not allowed in the dormitory rooms. Small refrigerators will be allowed in all dormitories.

DINING HALL ARRANGEMENTS*

The cafeteria food service offers three different food plans to meet the needs of a variety of different life styles at Tyler Junior College.

20 Meal Plan
15 Meal Plan
10 Meal Plan

All plans are available seven days a week.

Meal tickets may be purchased by any student enrolled in Tyler Junior College.

Thanksgiving Holidays. All dormitories will close Wednesday, November 23, 1983. They will reopen Sunday, November 27, 1983.

The dining hall will close following the noon meal Wednesday, November 23, 1983. It will reopen for breakfast Monday, November 28, 1983.

*Rates are subject to change.

Christmas Holidays. The dormitories will close Friday, December 16, 1983. They will reopen Sunday, January 8, 1984.

The dining hall will close following the noon meal Friday, December 16, 1983. It will reopen for breakfast Monday, January 9, 1984.

Spring Holidays. The dormitories will close Friday, March 16, 1984, They will reopen Sunday, March 25, 1984.

The dining hall will close following the noon meal Friday, March 16, 1984. It will reopen for breakfast Monday, March 26, 1984.

Easter Holidays. The dormitories will close Friday, April 20, 1984. They will reopen Monday, April 23, 1984.

The dining hall will close following the noon meal Thursday, April 19, 1984. It will reopen for breakfast Monday, April 23, 1984.

Tuition and Fees

Tuition rates in Tyler Junior College are low, since the College is partially supported by the State of Texas. Tuition is due in full at the beginning of the semester. Any other plan must be by special arrangement with the dean of administrative services. An additional fee of $10.00 is charged for late registration — enrollment after the regularly scheduled registration days. A fee of $5.00 will be charged for all returned checks. If the check was presented in payment of tuition and fees, the return will also result in a $10.00 late registration fee.

A fee of $5.00 will be charged to each student who changes his or her schedule after registration.

Tuition, fees, and other expenses are subject to change by vote of the Tyler Junior College Board of Trustees, or the legislature of the state of Texas.

Residents of the TJC District

Tuition: $4.00 per semester hour with a minimum total tuition charge of $25.00

Texas Residents from outside of the TJC District

Tuition: $4.00 per semester hour with a minimum total tuition charge of $25.00

Surcharge fee: $3.00 per semester hour.

WAIVER OF NON-RESIDENT TUITION

The difference in the rate of tuition for non-resident and resident students may be waived for a person, and dependents, who owns

property which is subject to ad valorem taxation by the Tyler Junior College District [Section 130.003(b) (4), *Texas Education Code*].

A person (or dependents) requesting such a waiver shall verify property ownership with the business office at the time of registration.

Non-Texas Residents

Students whose residence is outside the state of Texas, and who are thereby classified as non-residential students according to the definition provided by the statutes of the state of Texas are charged a special non-resident tuition rate.

Tuition: $25.00 per semester hour to a maximum of $200.00
Surcharge fee: $3.00 per semester hour.

Students classifed as aliens are charged the following rates:
Tuition: $40.00 per semester hour.
Surcharge fee: $3.00 per semester hour.

Special Fees:

1. In accordance with the requirements of the statutes of the state of Texas, students are charged a semester laboratory fee of $2.00 in each natural science or home economics course.
2. A fee of $10 is paid by students at the time of graduation.
3. Music fees per semester — Individual lessons

	One 30 - Min. Lesson Per Week	Two 30 - Min. Lessons Per Week
Piano	$50.00	$75.00
Voice	50.00	75.00
Violin, Violoncello	50.00	75.00
Guitar	50.00	75.00
Woodwind Instrument	50.00	75.00
Brass Instrument	50.00	75.00
Practice Room (four hours per week)	$4.00	

1983-1984 TUITION SCHEDULE

RESIDENTS OF TEXAS

	Residents of the Tyler Junior College District		Out of District Residents of Texas	
Semester Hours	Total tuition	Tuition	Surcharge Fee $3.00 Per Hour	Total
1	$25.00	$25.00	3.00	28.00
2	25.00	25.00	6.00	31.00

3	25.00	25.00	9.00	34.00
4	25.00	25.00	12.00	37.00
5	25.00	25.00	15.00	40.00
6	25.00	25.00	18.00	43.00
7	28.00	28.00	21.00	49.00
8	32.00	32.00	24.00	56.00
9	36.00	36.00	27.00	63.00
10	40.00	40.00	30.00	70.00
11	44.00	44.00	33.00	77.00
12	48.00	48.00	36.00	84.00
13	52.00	52.00	39.00	91.00
14	56.00	56.00	42.00	98.00
15	60.00	60.00	45.00	105.00
16	64.00	64.00	48.00	112.00
17	68.00	68.00	51.00	119.00
18	72.00	72.00	54.00	126.00
19	76.00	76.00	57.00	133.00
20	80.00	80.00	60.00	140.00
21	84.00	84.00	63.00	147.00

1983-1984 TUITION SCHEDULE

NON-RESIDENTS OF TEXAS

Out of State Students

Semester Hours	Tuition	Surcharge Fee $3.00 Per Hour	Total
1	$ 25.00	$ 3.00	$ 28.00
2	50.00	6.00	56.00
3	75.00	9.00	84.00
4	100.00	12.00	112.00
5	125.00	15.00	140.00
6	150.00	18.00	168.00
7	175.00	21.00	196.00
8	200.00	24.00	224.00
9	200.00	27.00	227.00
10	200.00	30.00	230.00
11	200.00	33.00	233.00
12	200.00	36.00	236.00
13	200.00	39.00	239.00
14	200.00	42.00	242.00
15	200.00	45.00	245.00
16	200.00	48.00	248.00

17	200.00	51.00	251.00
18	200.00	54.00	254.00
19	200.00	57.00	257.00
20	200.00	60.00	260.00
21	200.00	63.00	263.00

ALIEN STUDENTS

Semester Hours	Tuition	Surcharge Fee $3.00 Per Hour	Total
1	$ 40.00	$ 3.00	$ 43.00
2	80.00	6.00	86.00
3	120.00	9.00	129.00
4	160.00	12.00	172.00
5	200.00	15.00	215.00
6	240.00	18.00	258.00
7	280.00	21.00	301.00
8	320.00	24.00	344.00
9	360.00	27.00	387.00
10	400.00	30.00	430.00
11	440.00	33.00	473.00
12	480.00	36.00	516.00
13	520.00	39.00	559.00
14	560.00	42.00	602.00
15	600.00	45.00	645.00
16	640.00	48.00	688.00
17	680.00	51.00	731.00
18	720.00	54.00	774.00
19	760.00	57.00	817.00
20	800.00	60.00	860.00
21	840.00	63.00	903.00

TYLER JUNIOR COLLEGE REFUND POLICY

Students who officially withdraw from Tyler Junior College by completing proper forms in the Registrar's office shall have their tuition and mandatory fees refunded according to the following schedule:

FALL AND SPRING SEMESTERS

Prior to the first class day 100%
During the first five class days 80%
During the second five class days 70%
During the third five class days 50%
During the fourth five class days 25%
After the fourth five class days ..... NONE

SUMMER SEMESTERS

Prior to the first class day 100%
During the first, second or third class day 80%
During the fourth, fifth or sixth class day 50%
After the sixth class day ..... NONE

Students who reduce their semester credit hour load by officially dropping a course or courses and remain enrolled at Tyler Junior College will have applicable tuition and fees refunded according to the following schedule:

Regular Session

During the first twelve class days 100%
After the twelfth class day ..... NONE

Summer Session

During the first four class days 100%
After the fourth class day ..... NONE

Student Financial Aid

APPLICATION PROCEDURES

Applicants for financial assistance should complete the following requirements:

1. Apply and be admitted to Tyler Junior College. No financial assistance will be awarded until the student has been accepted for admission.
2. Complete and file an application form as required.
3. Complete and file the necessary information concerning financial resources. In addition:
   a. All students eligible to apply for the Pell Grant MUST submit their Student Aid Report to the financial aids officer prior to his calculating or awarding any student financial aid.
   b. All students applying for assistance must complete the Tyler Junior College Student Information Sheet.
   c. All applicants must furnish a copy of current Federal Income Tax Return.
   d. All applicants must be interviewed by the financial aid officer prior to granting of aid.

4. Special applications, along with the institutional application, are required for students who apply for Guaranteed Loans.
5. Provide the financial aids office with a student copy of applicant's academic and financial aid transcripts.

Since each application for aid must be checked and the amount of aid determined, it is essential that the APPLICATION and ALL supporting documents be in the hands of the student financial aids office AS SOON AS POSSIBLE PRIOR TO ACTUAL REGISTRATION.

REVOCATION OF AID

The office of financial aid reserves the right to review and revoke aid awarded if applicant:

1. falsifies information reported;
2. misuses funds awarded;
3. experiences positive changes in his/her family's financial situation;
4. is in default on any previous aid program;
5. fails to make satisfactory progress.

PROGRAM DESCRIPTIONS

The Pell Grant Program. This is a Federal aid program designed to provide financial assistance to those who demonstrate a financial need to attend post-high school educational institutions. Please submit the Student Aid Report at least 30 days in advance of registration to insure timely payment of award.

Supplemental Educational Opportunity Grants (SEOG). An additional grant that may be awarded to exceptionally needy students.

College Work Study Program (CWSP). A Federal program through which eligible needy students may earn part of their college expenses.

Guaranteed Student Loan Program. Eligible students may receive as much as $2,500 each academic year. Application for the loan is made through a private lending institution.

Workships and Scholarships. Tyler Junior College has a limited number of workships and scholarships that are available whereby deserving students may earn their tuition.

Short-Term Loans. The office of financial aid will award emergency loans to students with crisis needs FOR TUITION ONLY.

Texas Public Educational Grant. In an effort to assist students with a demonstrated need meet the cost of their tuition. Tyler Junior College may award a grant for the cost of tuition.

Nursing Students. Additional funds for eligible Associate Degree in Nursing (ADN) students. For specific information contact the financial aids office.

Vocational Rehabilitation. The Texas Rehabilitation Commission offers assistance for tuition and non-refundable fees to students who have certain disabling conditions provided their vocational objectives have been approved by a TRC Counselor. Examples of such conditions are orthopedic deformities, emotional disorders, diabetes, epilepsy, heart conditions, etc. Other services are also available to assist the handicapped student to become employable. Application for such service should be made through the

Texas Rehabilitation Commission
Tyler District Office
1517 West Front
Tyler, Texas 75703

Other Federal and State Programs. Most of the following programs have been in existence for a number of years and need no introduction. Tyler Junior College will make every effort to help the student who qualifies for these grants or benefits.

1. blind, deaf students
2. children of prisoners of war or persons missing in action
3. firemen enrolled in fire protection technology courses

All inquiries concerning student aid should be addressed to:

Student Financial Aid Director
Tyler Junior College
P. O. Box 9020
Tyler, Texs 75711

Veterans' G.I. Bill of Rights. Tyler Junior College is approved for veterans' training.

Veterans may consult the veteran's counselor for the information and assistance in applying for benefits.

Veteran Dependency Aid. The federl government has set up provisions in Public Law 634 whereby certain veteran dependents may be eligible for a subsidy while pursuing their education. Orphans of service personnel and dependents of veterans with service connected disability may find themselves eligible.

Pinkerton-Wilkinson Memorial. This memorial loan fund is used for worthy educational needs at Tyler Junior College in the dental hygiene program.

Student Awards and Scholarships

APPLICATIONS FOR SCHOLARSHIPS MUST BE RECEIVED IN THE OFFICE OF THE DEAN OF ARTS AND SCIENCES BY MARCH 1 IN ORDER TO BE ELIGIBLE TO RECEIVE THE SCHOLARSHIP THE FOLLOWING COLLEGE YEAR.

The Honor Graudate Scholarship. The highest honor graduate of any affiliated high school is given a scholarship covering his tuition. This scholarship must be used within one year from the date of graduation.

The A. A. U. W. Women's Graduate Scholarship. The Tyler Branch of the American Association of University Women has established an annual scholarship of $400 to be awarded to a woman graduate. The scholarship is awarded on the basis of scholarship, character, and need and is to be used for tuition and fees at the senior institution chosen by the student. The grantee is chosen by a scholarship committee of the A. A. U. W. from a list of three nominees by the college.

Paul Adams Art Award. An annual $200 scholarship awarded to an outstanding art student chosen by the faculty of the art program of Tyler Junior College.

The Alpha Delta Kappa Scholarship. The Tyler Teachers Honorary Sorority Alpha Delta Kappa has established an annual tuition scholarship for a student who plans to become a teacher. The scholarship is granted on the basis of ability and prospective success in the field.

The American Lung Association Scholarship. The Northeast Texas Area of the American Lung Association of Texas has established a $200 annual scholarship to a respiratory therapy student completing the freshman year. The scholarship is for tuition and books during the sophomore year at Tyler Junior College. Selection is by the association from applications submitted prior to January 25 of the students' freshman year.

Tom Anderson Jr. Journalism Scholarship. An endowed fund honoring Fort Worth newsman Tom Anderson, 1967 TJC journalism graduate, has been established by his parents, Mr. and Mrs. Tom Anderson, Sr. Income from that fund will be used to award five $100 scholarships each semester to students majoring in journalism. Se-

lection based on demonstration of interest in a journalism career, scholarship and need will be made by journalism faculty committee.

The Apache Belle Alumnae Scholarship. The Apache Belle Alumnae Association has established a $120.00 scholarship to be granted to an Apache Belle member. The organization, in cooperation with the Apache Belle sponsor chooses the recipient.

ARCO Oil and Gas Company Affirmative Action Scholarship East Texas District. The ARCO Oil and Gas Company has established a $300 annual scholarship to be granted to a worthy minority student enrolled in Tyler Junior College. The scholarship is granted on the basis of ability and need. The recipient is chosen by the Tyler Junior College Scholarship Committee and the ARCO Oil and Gas Company. ARCO Oil and Gas Company is a Division of Atlantic Richfield Company.

The Art Merit Award. The Junior League of Tyler has established a $100 annual award to be granted to the student showing the greatest achievement in the field of art.

The T. B. Butler Journalism Key. The T. B. Butler Publishing Company of Tyler annually presents a gold key to the outstanding journalism sophomore of the college. The T. B. Butler Key carries a summer internship with the Tyler Courier-Times or the Tyler Morning-Telegraph.

The Journalism Ex-Students Award. The Journalism Ex-Student Association annually awards a cash scholarship to an outstanding freshman majoring in journalism.

The Cedars of Lebanon Auxiliary Scholarship. An annual $200 scholarship is awarded to a Robert E. Lee High School graduate planning to attend Tyler Junior College. The recipient is chosen by a high school counselor based on the student's desire for a college education, academic average for 3 years, initiative and a desire to serve others.

The Cedars of Lebanon Club Scholarship. An annual award of $120 to a deserving student selected by the Tyler Junior College Scholarship Committee.

The Celedonio Romero Guitar Scholarship. An annual award to provide guitar lessons to an outstanding music student at Tyler Junior College. This award was established to honor an outstanding guitar teacher, Celedonio Romero, by one of his students, Frank Kimlicko.

The Bess Corbett Memorial Scholarship. This $300 scholarship is awarded to a freshman majoring in behavioral science with a B or

better average. The recipient is chosen by TJC counselors and must be a state resident.

The D. A. R. Scholarship. The Mary Tyler Chapter of the Daughters of the American Revolution awards a $100 scholarship annually to an outstanding woman student who is completing her freshman year.

The Delta Kappa Gamma Society Scholarship. The four Smith County Chapters of this honorary society for women educators has established an annual scholarship of $150 to be awarded to an outstanding Tyler Junior College woman graduate who is majoring in some area of education. The recipient is discretely selected by the four chairmen of the Committees of Professional Affairs of the Delta Kappa Gamma Society.

The Delta Upsilon Fraternity Scholarship. An annual scholarship of $100 awarded to a student based on scholastic ability and financial need. The recipient is chosen by the Tyler Junior College Scholarship Committee.

The Downtowner's Business and Professional Women's Club Scholarship. An annual scholarship of $150 awarded to an outstanding female high school senior who plans to attend Tyler Junior College. Selection is made by a committee within the club.

The Sandy Duncan & Robin Duncan Performing Arts Scholarship. This $150 scholarship is given by Mr. and Mrs. Mancil R. Duncan in honor of their daughters. The recipient is an outstanding sophomore student active in music and drama, chosen by the coordinator of the music program.

The E. A. Ellison Memorial Scholarship. This scholarship was established to honor the late E. A. Ellison by his wife. Each year two $250 scholarships are awarded to students in petroleum related programs. Scholarship recipients are selected by the TJC Scholarship Committee.

The East Texas Petroleum Wives Scholarship. The East Texas Petroleum Wives each year awards tuition scholarships to graduates of Tyler high schools. The club selects the recipient.

The East Texas Reprographics Scholarships. An annual $250 scholarship to a sophomore at Tyler Junior College majoring in graphic communications. The recipient is selected by the faculty of the graphic communications division. A part-time job with East Texas Reprographics is also a possibility.

The R. W. Fair Foundation Music Scholarships. The R. W. Fair Foundation annually provides several music scholarships to students of superior talent.

The Wilton Fair Endowment. Mr. and Mrs. Wilton Fair have established an endowment which is used each year for scholarships and similar purposes.

This endowment consists of the revenue from certain valuable oil properties deeded to the College. Mr. Fair was a former member of the Board of Trustees of Tyler Junior College and one of its most active supporters, and Mrs. Fair established this fund in 1952.

The Hugh C. Fowler Memorial Scholarship. An annual $150 scholarship award to an outstanding music student in honor of the late Dallas musician, orchestra leader, show producer, and humanitarian. Established by one of Mr. Fowler's many friends, music program coordinator J. W. Johnson.

The I. L. Friedman Scholarship. An annual $500 award to a student completing his or her freshman year at Tyler Junior College, and having exhibited a sense of seriousness about his or her future field or career while demonstrating excellence in academic studies, and active in school affairs. The scholarship is provided to honor I. L. Friedman, vice-president for instruction of Tyler Junior College, for his continuing interest in academic excellence.

The Gilley-Swift Engineering Scholarship. An annual award of $1000 to a pre-engineering student completing his freshman year. The scholarship was established by Jerry G. Gilley and Steven G. Swift, two engineers who were Howe-Baker Scholarship recipients as students in Tyler Junior College.

The Isadore Golenternek Scholarship. This $250 scholarship was established by a local businessman and is awarded annually to a student needing financial assistance.

The Leo Golenternek Memorial Scholarship. Two $250 scholarships awarded annually to worthy students. The scholarships are endowed by a gift from the late Leo Golenternek.

The Celia Golenternek Goldstucker, Philip and Hyman Golenternek Memorial Scholarship. An annual memorial scholarship, established by a local businessman, which provides a $250 tuiton for two semesters to a student selected by the scholarship committee.

The Sarah H. and Alexander Golenternek Memorial Scholarship. One $200 tuition scholarship to be awarded to students on the basis of financial need and academic achievement.

The Granberry Pre-Dental Scholarship. Dr. James H. Granberry, an alumnus of Tyler Junior College, has established an annual scholarship covering tuition, fees, and books for a pre-dental student. The scholarship is granted at the end of the freshman year to such a student demonstrating high ability and need.

The Greater Texas Eastern Chapter of March of Dimes Scholarship. This $500 scholarship is awarded annually to a student majoring in nursing or other related health field for one year's tuition. The recipient is chosen by a faculty committee.

The Averille Greenhaw Home Economics Scholarship. An annual scholarship for a second year student majoring in home economics. The recipient is selected on the basis of character, ability and need.

Mrs. Etta Golenternek Gross Memorial Scholarship. An annual scholarship of $250 provided by the Golenternek family to a deserving student selected by the Tyler Junior College Scholarship Committee.

Louis and Skeet Hanssen Electronic Award. Mr. and Mrs. Hanssen have established a $200 annual scholarship to a student majoring in electronics. The student is selected by the electronics faculty.

Health Career Scholarships. Established in 1977 by Smith County Medical Society Auxiliary to assist health career students (full or part time) from funds derived from the Annual Auxiliary "Book Fair". The number and amount of awards vary. Scholarship recipients are selected by majority vote of auxiliary scholarship committee. Awards routinely made for one semester based on academic achievement and financial need. Applicant must have completed one semester in a Smith County accredited health occupation program. Plan to work in Smith County after completion of training. Deadline for applications: Fall semester - April 1. Spring semester - November 15. Smith County Medical Auxiliary Applications for scholarships may be picked up in the office of the director of financial aids.

The J. C. Henderson Memorial Scholarship. The scholarship was initiated by an anonymous donor to honor J. C. Henderson who was a highly respected science instructor for many years at Tyler Junior College. The $120 annual award is given to an outstanding freshman science major.

The Marguerite Hercules Scholarship. An endowed annual scholarship to honor a former society editor for the Tyler Courier Times Telegraph. The award is presented to a journalism major at Tyler Junior College.

The Charles Herrington Memorial Scholarship. An annual $120 scholarship to a deserving student selected by the Tyler Junior College Scholarship Committee.

The E. Fred Herschbach German Language Award. Because of his interest in the German language studies in Tyler Junior College, Mr. E. Fred Herschbach, Sr. of Tyler established an endowment, the income from which annually provides a plaque and cash award to the outstanding second year student of German.

The Home Builders Association Scholarship. The Tyler Home Builders' Association annually awards a $250 scholarship to a boy pursuing a career in a field related to the home building profession. The recipient is chosen by a committee within the organization from names submitted by the scholarship committee at Tyler Junior College.

The Howe-Baker Engineers, Inc. Scholarship. An annual scholarship of $1,500 is presented to an outstanding engineering student at Tyler Junior College. The scholarship is $500 for each of three semesters, and a part-time working arrangement is optional with the student and Howe-Baker Engineers, Inc.

The David K. "Cokie" Hughes Memorial Scholarship. An annual scholarship of $500 to a music student chosen by the director of the Apache Band. His scholarship is funded by friends of Mr. Hughes, including members of the Sharon Temple Shrine Band.

The Lillie Jiles Scholarships. Two annual scholarships, one to a white student and one to a black student, established by Mrs. Jiles to promote better race relations. The recipients are selected on the basis of scholarship, citizenship, and economic need. The recipient should indicate a desire to stay and work in the Tyler and East Texas area after formal education is completed.

The John Tyler High School Rodeo Club Scholarship. The Rodeo Club of John Tyler High School has established a $150 scholarship to an outstanding member of that organization who plans to attend Tyler Junior College. Applicants should apply to the president of the John Tyler Rodeo Club.

The John Tyler Parent-Teacher Association Scholarship. A John Tyler graduate whose parent has been a member of the Parent-Teacher Association is eligible for the John Tyler Parent-Teacher Association Scholarship on the basis of ability and need.

The recipient is eligible to receive $100 per year for the two-year junior college period. Application may be made through the high school counselor.

The Junior Symphony League Scholarship. This annual $250 scholarship is awarded to an outstanding music student. The recipient is chosen by the Junior Symphony League in cooperation with the coordinator of the music program.

The Bob Kinsey Electronics Award. An annual award of $250 to an outstanding electronics major at Tyler Junior College. This award was established by Bob's Music and Cigarette Vending Service of Tyler. Selection of the recipient is accomplished by the electronics faculty.

The LVN Association Award. An annual scholarship awarded by the LVN Association #19 of Tyler to a student in LVN training at Tyler Junior College. The student is selected by the association.

The Asa Lockhart Scholarship. Dr. Asa Lockhart of Tyler has established a scholarship in the amount of $200. The recipient must have reached sophomore standing and be selected on the basis of character, ability, and need.

The Mental Health Association of Tyler Scholarship. Each year this organization awards of $100 scholarship to a student who plans to pursue one of the mental health fields. The recipient is chosen by nomination of the behavioral science program.

The Optimist's Club Scholarships. The Optimists' Club of Tyler has established an endowment fund from which the income is used for scholarships for a son or daughter of a member of the Tyler Police Department, the Tyler Fire Department, the Smith County Sheriff's Department, or a member of those departments.

The Pilot Club Scholarship. An annual award of $150 to a deserving Tyler Junior College student selected by the organization.

The P. C. Pinkerton Memorial Scholarship. An annual scholarship awarded on the basis of academic achievement, personal character and need of the student. It is in the amount of $200 for one school year. This scholarship is a memorial to Judge P. C. Pinkerton, former president of the TJC Board of Trustees.

The El Freda Taylor Pirtle Scholarship. An annual scholarship of $1000 awarded to an outstanding graduating sophomore student who intends to further his or her education.

The George W. Pirtle Technology Scholarships. Several scholarships are awarded annually to outstanding students presently completing their freshman year in a two-year technology program at Tyler Junior College. Mr. George W. Pirtle has established these scholarships to encourage technical studies at Tyler Junior College.

The Pirtle Scholarship in Science and Engineering. Through the generosity of Mr. and Mrs. George Pirtle, an annual scholarship of $500 is bestowed upon a graduating student majoring in engineering or a physical science.

The Polson-Burton Surveying Scholarships. A vast accumulation of surveying data and maps which belonged to Mr. Robert Polson, a local registered public surveyor (retired), is now in the possession of Mr. Bill H. Burton, a local registered public surveyor (active). By mutual agreement, when use of this information generates profit, a certain percent goes into the surveying scholarship fund. The number of scholarships awarded and the amount of each will vary from year to year depending on the amount in the fund.

The Professional Secretaries International Scholarship. This $150 scholarship is awarded annually to a young lady enrolled in the secretarial science program at Tyler Junior College. The scholarship committee within the association chooses the recipient on the basis of financial need and academic achievement.

The L. N. Reynolds Incentive Scholarships. Four scholarships of $200 and one at $100 for sophomore-year tuition, fees and books have been established for students whose objectives are a four-year college education. The awards will be made to needy students who, through initiative, industry, and ability during their freshman years at Tyler Junior College demonstrate the potential for future success. Selection will be made by a faculty committee. The scholarships are provided by Mr. L. N. Reynolds, an alumnus, and the Chevron Family of Companies/the Standard Oil Company of California.

The Jennifer Leigh Rogers Scholarships. Two annual scholarships of $100 each to the sophomore male and female with the highest GPA in music theory and ETSS combined. Selection is made by the music faculty teaching theory and ETSS.

The Rotary Young Citizens Award. The Tyler Rotary Club in 1930 established the Rotary Young Citizen Awards recognizing the college designated leading young man and young woman. By secret ballot, the faculty chooses the recipients on the basis of meritorious conduct in the following categories:

Cleanliness
Loyalty
Dependability
Leadership
Service
Thriftiness
Honesty
Sportsmanship
Courtesy
Scholarship

The Sales and Marketing Executive Scholarship. The Tyler Sales and Marketing Executive Club has established one or more scholarships for talented, deserving students entering college who intend to pursue a career in sales and marketing. These are awarded through the TJC Scholarship Committee.

The Chuck Sanderson Memorial Scholarship. Several $200 scholarships are provided annually by the Xi Delta Iota Chapter of Beta Sigma Phi Sorority in memory of Chuck Sanderson. Recipients are selected by a faculty committee following guidelines outlined by the sorority.

Sharon Temple Golf United Scholarship. An annual award of $250 to the child of a Shriner or of a Master Mason. The student must have at least a "B" average in high school and be planning to attend Tyler Junior College. A committee of Shriners select the recipient from applications submitted through the Tyler Junior College Scholarship Committee.

The Sharon Temple Shrine Scholarship. An annual tuition scholarship in memory of Vicki Lyn Tindall, a former student at Tyler Junior College, has been given by the Sharon Temple Shrine of Tyler. The recipient is chosen by the Tyler Junior College Student Senate.

The John Ben Shepperd Scholarship. The Texas Law Enforcement Foundation created the John Ben Shepperd Scholarship Fund to provide college educations for children of Texas Law enforcement officials killed in performance of duty.

The fund makes college scholarships available for children of law enforcement officers on any level of jurisdiction killed in the performance of duty. The amount of a grant depends on the need of the student.

A scholarship committee composed of members of the board of directors of the Texas Law Enforcement Foundation will consider the following points in screening qualified scholarship applicants:

(1) aptitude for college work;

(2) desire for college training;

(3) financial need.

The Dr. and Mrs. L. E. Skinner Scholarship. Mr. and Mrs. W. Thomas Smith of Waco, Texas have established an endowment, the income from which is annually awarded to a graduating Tyler high school senior who has established a good record and has financial need. The $300 scholarship is in honor of the Tyler parents of Mrs. Smith.

The Smith County Association for Retarded Citizens Scholarship. Each year a $150 scholarship is awarded to a student or students majoring in special education. The student(s) is selected on the basis of academic achievement by a committee from the organization.

The Smith County Bar Association Scholarship. The Smith County Bar Association has established an annual scholarship of $200 which is granted to a student completing his freshman year and planning to major in history, government or economics or to one registered in a pre-law program of any kind.

The award is deposited with Tyler Junior College for the student's expenses in his second year. Outstanding scholarship and participation in extra-curricular activities are the basic qualifications upon which the choice is made. Need of the student is a secondary qualification.

The Smith County Dental Auxiliary — Dental Hygiene Scholarship. An annual scholarship which is awarded to a student in the dental hygiene program. The student is selected by a faculty committee.

Kathryn Nettles Speas Scholarship. An annual scholarship to a Tyler Junior College student studying the field of horticulture.

The Tony Spitzberg Memorial Award. A $100 scholarship in honor of the late Tony Spitzberg is awarded annually to a student following a career in vocational nursing. The recipient is chosen by the vocational nursing staff.

The Angela Stansbury Memorial Scholarship. This scholarship is presented annually to an outstanding sophomore woman who exhibits outstanding character and service to her college and community. The scholarship is a memorial to a former student at Tyler Junior College. Applicants should contact the director of the Campus Christian Center.

The Mildred Stringer Achievement Award. A plaque inscribed with the recipient's name will be awarded as a part of the Honor's Day Program. The recipient will be chosen by the Apache Belles via written ballot. The Belle chosen is to be the girl who has achieved more for the Apache Belle organization. This is an award for the Apache Belles to one of their own.

The Florence and Marcus Strum Scholarships. Mr. and Mrs. Marcus Strum of Tyler have established two tuition scholarships. The recipients must have reached sophomore standing and are selected on the basis of character, ability, and need.

The Sun Oil Company Scholarships. The Sun Oil Company has established two scholarships of $500 each and one scholarship of $350 for petroleum technology majors. These scholarships are an attempt to help provide equal educational opportunities to deserving individuals, who might not otherwise have the necessary funds to pursue a higher education. One scholarship is awarded to a freshman student and one to a sophomore student.

Association of Texas Professional Educators of Texas. An annual scholarship of $150 to a Tyler Junior College sophomore education major planning to attend the University of Texas at Tyler.

The University of Texas at Tyler Scholarship. This is an annual scholarship for a student transferring to The University of Texas at Tyler. Scholarship covers the costs of tuition and required fees for four long-term semesters. The recipient is chosen by the Tyler Junior College Scholarship Committee.

The Texas Law Enforcement Foundation Scholarships. The Texas Law Enforcement Foundation makes available scholarships for sons and daughters of deceased law enforcement officials. Application blanks for this or the John Ben Shepperd Scholarship may be obtained from the Foundation Office, 3914 Seminole, Houston, Texas.

The Texas Professional Educators Scholarship. An annual scholarship of $150 to a Tyler Junior College sophomore education major planning to attend the University of Texas at Tyler.

The Tyler Art League Scholarship. An annual scholarship of $150 to an outstanding art major completing the freshman year. The award is presented on the basis of ability, talent, dedication, application and character. The recipient is selected by the faculty of the art department of Tyler Junior College.

The Tyler Board of Realtors Scholarship. The Tyler Board of Realtors, on the basis of ability and need, awards two annual scholarships of $200 each to local students.

The Tyler Chapter, Professional Secretaries International Scholarship. This $150 scholarship is awarded annually to a young lady enrolled in the secretarial science department at Tyler Junior College. The scholarship committee within the association chooses the recipient on the basis of financial need and academic achievement.

The Tyler City Council of Parents and Teachers Scholarship. The Tyler City Council of Parents and Teachers has established an annual scholarship not to exceed $200 or as much of that amount as is required for tuition, books, fees, etc.

The Tyler Civic Chorale Scholarship. An annual scholarship to an outstanding music student at Tyler Junior College. The recipient is chosen by a committee from the Tyler Civic Chorale.

The Tyler Desk and Derrick Club Scholarship. Two scholarships of $200 each are awarded to students planning to enter a petroleum related field. The students must display outstanding scholastic ability and financial need. The recipient is chosen by the organization.

The Tyler Educational Secretaries Association Scholarships. Two tuition scholarships given annually to graduating seniors from area high schools. Recipients are selected by the organization.

The Tyler Legal Secretaries Association Scholarship. The Tyler Legal Secretaries Association has created an annual tuition scholarship for a woman resident of the Tyler Junior College District. The recipient must be in a scretarial training program. Preference is given to one who indicates a desire to become a legal secretary. Aptitude and need are considered.

The Tyler Lions Club Scholarship. The Tyler Lions Club has established two annual scholarships of up to $300 each for students in the Tyler High Schools and Tyler Junior College. The scholarships are restricted to students whose legal residence is in the city of Tyler and who combine qualities of good character and scholarship with need. The scholarships are designed to pay for tuition, fees, and books. Students will be recommended by the high school counselors and designated by the Board of Directors of the Tyler Lions Club.

The Tyler Men's Garden Club. An annual scholarship awarded to a student in the ornamental horticulture program. The student is selected by the ornamental horticulture faculty.

The Carl Wallace Journalism Scholarship. An annual award of $200 to a journalism major selected by the journalism division in memory of Carl Wallace, a long-time newspaperman.

The Mary Wallace Education Scholarship. This $150 annual scholarship is for a second year student preparing for the teaching profession. The recipient must be of good character, pleasing personality, hold at least a B average in two semesters work and need scholarship aid.

The Watson W. Wise Incentive Award. An endowment fund established by the Honorable Watson W. Wise, who has made many generous gifts to the College, provides an annual sum for a scholarship and beautiful trophy cup awarded to the student chosen by the faculty committee as the best exemplifying the virtues of industry, scholarship, and student activity.

The Wesley Foundation Ann Adams Scholarship. An annual scholarship which honors Ann Adams, a former dormitory director at Tyler Junior College. The $200 scholarship is awarded to an outstanding freshman student who has made the greatest contribution to the life of the Wesley Foundation. Selection is by a special committee from the Wesley Foundation.

The James H. "Buster" White Scholarship. An annual $225 scholarship awarded to a student majoring in postal management. The scholarship was established to honor the late "Buster" White, a longtime postal employee, by his children. The recipient is selected by a committee chaired by the dean of technology.

Whitlow Journalism Scholarship. This $150 scholarship is awarded to a woman head of household showing scholastic and creative ability in the field of journalism. The recipient is chosen by committee on the basis of essay submitted outlining need and future goals, and may be a freshman or sophomore.

The Women's Symphony League Scholarship. The Tyler Women's Symphony League annually grants a $200 scholarship to an outstanding music student.

The Wood T. Brookshire Memorial Scholarship. This annual award of $300 was established by the law firm of Lawrence and Lawrence in memory of Wood T. Brookshire. The recipient, a liberal

arts major, is selected by the Tyler Junior College Scholarship Committee on the basis of need and scholarship.

Student Activities

The coordinator of student activities is the general sponsor and coordinator of all student organizations. All records, constitutions and by-laws of student organizations, and the social calendar are kept in the office of the coordinator of student activities, and all college organization-sponsored social affairs must first have the approval of the coordinator in order to clear the date on the social calendar.

Tyler Junior College provides various types of student activities which furnish training in leadership, afford opportunities for recreation, and serve as a means of student development. Among these activities are the following:

The Apache Band. The internationally famous Apache Band is the official college band which is open to all qualified students, and also accompanies the Apache Belles.

The Stage Band. A select group of band students from the Apache Band chosen to play all forms of modern jazz.

The Concert Band. A select group of band students out of the Apache Band which performs many varieties of music for concerts.

The Apache Belles. The internationally famous Apache Belles is a women's organization which presents skilled group performances

and routines, appears on national television for halftime entertainment for both college and professional football games, and entertains on other occasions.

Throughout the years special study is given to good taste in clothing, make-up, manners and general personal improvment.

Tyler Junior College Publications. The official college newspaper, Tyler Junior College News is prepared and managed by a student staff under the direction of faculty advisors. Students act as reporters, editors, advertising salespersons, and photographers for the publication. The paper is furnished free to students.

Now in its 27th year of publication, the Tyler Junior College News has won the All American Honor Rating for 38 semesters. The Associated Collegiate Press gives the award in recognition of merit to a limited number of college and university newspapers.

The Singing Apaches. The Singing Apaches is a choral society open to capable students interested in vocal music.

The Electronics Club. This club is composed of students who are pursuing an electronics profession or engagement in other related fields of study. The club also invites as members students attending Tyler Junior College who are radio amateurs. The purpose of the club is to acquaint the student with the practical aspects of the field of electronics, and to further individual knowledge and develop interest in professional growth.

The Drafting Club. This club welcomes any student enrolled in drafting or engineering graphics classes. The purpose is to acquaint the student with the practical aspects of drafting as a professional; to further individual knowledge and interest toward professional growth. Guest speakers are brought in to speak at meetings, and field trips are arranged to see the practical application of drafting. Scholarships are sometimes awarded through the organization.

Epsilon Delta Pi (E. D. P.). The Computer Club. This club is composed of those students interested in data processing, key punch operating, and other forms of computer science.

Texas Nursing Student Association. Membership is available to all students preparing for licensure as a registered nurse. The purpose of the organization is to increase the student's awareness of his/her role and responsibilities as a graduate practicing in the profession of nursing.

Respiratory Therapy. Membership in this organizaiton is open to Tyler Junior College students enrolled in respiratory therapy.

Lambda Phi Nu. The purpose of the Lambda Phi Nu Club is to further the skills and interests of Tyler Junior College in the field of nursing. It is also the purpose of Lambda Phi Nu Club to further the interests and advance the knowledge of people of this and surrounding areas by performance of leadership and skills of the highest calibre. Any student interested in licensed vocational nursing and participating in the required curriculum is eligible for membership. This is an organization of the TJC Health Career Training Programs.

Physical Education Club. This club is composed of students who plan careers in the teaching field in the area of physical education, health, and athletics.

The Student American Dental Hygienists' Association. The membership of this Association consists of the number of dental hygiene students enrolled in our dental hygiene program. Their objectives are to cultivate, promote, and sustain the art and science of dental hygiene, to represent and safeguard the common interest of our profession, and to contribute toward the improvement of the health of the public.

Mu Lambda Tau. Membership in this organization is open to any Tyler Junior College student interested in a career in medical laboratory technology. This is an organization of the Tyler Junior College Health Career Training Programs.

Phi Theta Kappa. The Alpha Omicron Chapter of Phi Theta Kappa, the national Junior College scholastic fraternity, is composed of members elected on the basis of scholarship, character, leadership and service. Its membership is restricted to ten percent of the students enrolled in the Tyler Junior College, and the faculty and local chapter name as members those students meriting special honor.

The Student Senate. The Student Senate is the official organization for student government under the sponsorship of the Student Senate assisted by the co-ordinator of student activities. Parties, dances, feature movies, various popular singers and musical organizations, dramatic organizations such as Shakesperian Theater are offered to the student body and faculty.

Law Enforcement Student Association. The Law Enforcement Student Association has as its express purpose promoting, teaching, and learning of and about the field of law enforcement. The members propose to work toward a better understanding of the problems and methods used to handle these problems by the Law Enforcement organization. Members of this organization, LESA, must be TJC students who are law enforcement majors or in a related field.

The Averille Greenhaw Home Economics Club. This club's membership is composed of those students, both male and female, interested in any phase of home economics.

The Apache Rodeo Club. This club promotes the interests of Tyler Junior College students in rodeo and other related activities.

Fashion Merchandising Club. Membership is open to all fashion merchandising majors. The primary objective of the club is fund raising in order to sponsor yearly field related trips to Neiman-Marcus during Fortnight, to the Apparel Mart in Dallas, Texas, to the Kim Dawson Modeling Agency, and to the Ebony-Fashion Fair Style Show. In addition, the club puts on two fashion shows yearly.

Religious Student Centers. Tyler Junior College has four religious student centers. The Presbyterian Bible Chair, the Church of Christ Bible Chair, known as Tri-C, the Baptist Student Union, known as B.S.U., and the The Methodist Student Union, also known as the Wesley Foundation. Each Bible Center promotes the teachings of accredited Bible courses, worship, fellowship, fun and entertainment for any Tyler Junior College student.

Community Concerts. The Tyler Community Concerts organization extends to any regular Tyler Junior College student the privilege of free admission to its concerts at Wise Auditorium on presentation of valid Tyler Junior College identity card.

The Harmony and Understanding Group. A group out of the Singing Apaches, specializing in "pop music". This group has appeared on state-wide television in the Miss Texas Pageant.

The Hudnall Planetarium. This well-known planetarium offers scheduled programs for the general public and daily programs by reservation for school groups. There is no admission charge for students or faculty who present a Tyler Junior College identity card.

Athletic Program. The Tyler Junior college inter-collegiate athletic program has become internationally known because of the excellence of its football, basketball, and tennis teams. Each year these teams are numbered among the top of the nation. Few are the colleges whose names inspire as much respect and admiration as does the name "Apaches."

Much of the credit for achieving national standing year in and year out goes to the spirit of the student body in its "twelfth-man" backing of the teams.

For non-varsity students, an extensive schedule of intramural sports and the physical education program affords all students many opportunities for participation.

Association of Baptist Students is to promote interest in church activities and to encourage spiritual growth and fellowship in the student body.

Biology Society of Tyler Junior College was founded for the purpose of stimulating and promoting interest in the life sciences at Tyler Junior College.

Students With A Purpose is to promote unity, harmony, and understanding among students and to facilitate older students' adjustment to campus life.

SORORITIES:

Tau Beta Sigma is an organization of the progressive band women of the Tyler Junior College Apache Band, operating in the field of junior college and university bands for the purpose of promoting existence and welfare of collegiate bands and creating a wholesome respect for their activities and achievements. All members are female and in good standing with the TJC Apache band. This organiztion is affiliated with the national organization.

Sans Souci Sorority has as its purpose to establish a sisterhood that has for its four-fold objective the physical, intellectual, social, and spiritual development of its members. The membership is open to any woman student at Tyler Junior College who has a C or better academic average and who receives an invitation and a bid to become a member.

Tau Kappa sorority members pledge themselves to strive for the following goals: sisterhood, service, pride, friendship, love. The membership is open to any woman student at Tyler Junior College who has a C or better academic average and who receives an invitation and a bid to become a member.

Zeta Phi Omega sorority has as its object the advancement of social service and encouragement of highest scholastic standards and character among its members. Any woman student of Tyler Junior College who receives an inivtation and a bid to become a member of this organization must have a C or better scholastic average.

Alpha Delta Sigma is Tyler Junior College's newest sorority. The object of this organization is the advancement of social service and encouragement of highest scholastic standards and character among its members. This organization may include as members any

female student of Tyler Junior College who maintains a C academic average and who is given an invitation and a bid to become a member.

FRATERNITIES:

Delta Upsilon Fraternity of Tyler Junior College is the first national fraternity in the United States to be approved for a junior college. When the National Interfraternity Conference approved national fraternities for junior colleges, Delta Upsilon became a colony in December, 1971, and a national fraternity the following February. The purposes of the organization are to promote fraternal brotherhood and to be a service to the city of Tyler and the world. Membership is by invitation only.

Las Mascaras Dramatic Fraternity (Delta Psi Omega) nurtures interest in all phases of dramatic art, speech, culture and public service. The organization, formed in 1926 and the oldest on campus, is open to all students who are interested in the theatre and public speaking. The club sponsors major dramatic productions throughout the school year.

Sigma Phi Epsilon is a national fraternity on Tyler Junior College campus. Its purpose is to promote and establish better relations within the college and the democratic principles desired. Membership is by invitation only.

Pi Kappa Alpha is a national fraternity on the Tyler Junior College campus. The objective of this chapter is to promote physical, intellectual, social, and spiritual growth among its brothers. This chapter is the only Pike chapter at a junior college in the United States. The membership is by invitation only.

The Alpha Tau Alpha Fraternity has as its purposes to promote unity, harmony, understanding, and advancement of justice and service to all men. A member must have received and accepted a duly offered invitation to join this chapter. Each member must be a male student who maintains a C average, is interested in the advancement of social service, and wishes to encourage the highest scholastic standards and character among its members.

Kappa Kappa Psi is a fraternity whose members are currently enrolled in the Apache Band for credit or audit and in good standing. Each member must maintain a C average. A member is admitted to his fraternity through pledgeship. This organization is affiliated with the National Band Fraternity.

SUGGESTED COURSES OF STUDY

Planning a Program in Tyler Junior College. It is important that the beginning college student determines his objective at the time of enrollment and then plans his program to carry him directly to its achievement.

Tyler Junior College, with its counseling staff and broad course offerings, assists in planning each student's program to meet his needs.

Students seeking a baccalaureate degree are given course plans designed to meet the special requirements of the degree choice at the chosen senior college or university. Terminal program students are given courses which prepare them for the career of their choice.

College officials will work out degree programs in any desired field.

Since college plans differ, the student should check his course by the catalogue of the college to which he intends to transfer or request the registrar or counselor to assist him in doing so.

ALL FIRST YEAR STUDENTS take physical education unless excused by a doctor's statement.

Agriculture

A student majoring in agriculture should see a Tyler Junior College counselor for help in completing a course plan.

Agriculture 113 — General Animal Husbandry (3-3) An introductory survey course intended to acquaint the student with the importance of livestock and livestock farming. General factors influencing efficiency in feeding, market value, breeding, health and adaptability of various species to geographical and climatic regions are studied. The course is designed to develop in the student an appreciation of improved livestock. Selecting and judging the various breeds and market classes are stressed in laboratory. **010401**

Agriculture 113B — Dairying (2-3) Dairying in its relation to agriculture and community development; branches of dairy industry and conditions affecting their development; the place of dairying on the farm; composition and food value of milk and its products; the production and handling of clean milk on the farm. **010501**

Agriculture 113C — Poultry Production (2-3) The breeds and types of poultry, culling, poultry for egg produciton, incubation, brooding and feeding for growth and egg production, winter and summer management, housing and hygiene, preparing poultry for market, methods of marketing; practical application of these subjects to general farm conditions. The practice consists of the identification of breeds and varieties, judging, poultry for egg production, plans for poultry farms and poultry houses, identification of feeds. **010601**

Agriculture 113E — Introduction to Agricultural Economics (3-0) Characteristics of our economic system and basic economic principles. Organization and mangement of the farm and ranch firm; structure and operation of the agricultural marketing system; functional and institutional aspects of agricultural finance; the farm problem, its causes, consequences and suggested solutions. **011101**

Agriculture 113F — Farm Management (3-0) The art and business of managing a farm, including the study of choosing suitable major and minor enterprises that will provide a profitable business; such as selecting a farm, using proper kinds and amount of labor and capital,

simple and accurate cultural organizations, agriculture experiment and extension service. **011053U**

Agriculure 113G—Landscaping (3-0) This course will acquaint the student with trees, shrubs, grasses, perennials, and annuals suitable for landscaping the home grounds, churches, schools, and parks. Biological classification, plant characteristics, best combinations, propagation methods, digging, bagging, transplanting, pruning, and care will be studied. **010902**

Agriculture 114A — General Entomology (3-2) The systematic study of the principal orders of insects; the relation of the anatomy of the insect to control measures; the life histories of the more common insects; methods of control for injurious forms. **042101**

Agriculture 123—Fundamentals of Crop Production (2-3) Classification and distribution of farm crops; importance of good varieties and good seed; crop improvement; preparation of the seed bed, commercial fertilizers, manures and lime; seeding practices; crop tillage; harvesting; meadow and pasture management; weeds; crop rotation; diseases and insect enemies. **010201**

Agriculture 123B — Horticulture (2-3) A general study of horticulture; the growth and fruiting habits of horticulture plants; a study of the principles and practices of propagating vegetables; fruits and ornamentals, including the methods of handling seed, cuttage, layerage, grafting, budding and bulbs; a study of the planting, fertilization, care, culture, harvesting, handling and utilization of fruit and vegetable crops. **010801**

Agriculture 123C — Marketing of Agriculture Products (3-0) A study of the general principles, practices, and problems involved in marketing farm products. **011201**

Agriculture 123D—Wildlife Management (3-0) A course designed to acquaint the student with the wildlife resources of the United States with special reference to Texas. Emphasis is placed on the inter-relationship of plants and animals in our environment with plans and methods or rehibilitation, maintenance and increase of the desirable species. **010701**

Agriculture 123G — Floriculture for Home (3-0) Home beautification through the proper use of flowering plants. Selection, culture and use of garden annuals, biennials, perennials, bulbs, and homeplants; principles of design and planting methods; garden maintenance; use of fertilizers and composts; pest control; growing structures; and care of cut flowers. **010902**

Agriculture 213 — Methods of Animal Selection (3-3) A study of the origin, history, and breed characteristics of livestock, including adaptation, distribution, and breed organizations. A detailed study will include the latest methods of animal selection. Laboratory experiences will include the practical application of live animal evaluation and the development of livestock judging techniques. **010402**

Agriculture 213A — Pasture Management (3-0) the study of grasses. Identification of the genera and species of economic importance in Texas will be stressed. Attention will be given to the economic value of the various grasses and their ecological significance, and to the distribution, propagation, and management of grasses. **010203**

Agriculture 213B — Vegetable Gardening (2-3) This course consists of the practical methods and principles in home and commercial vegetable gardening. It will include the study of sites, soils, fertilizers and varieties that are adapted to this area. lab work pertaining to vegetable growing will be carried on at an outside site. **010802**

Agriculture 223—General Veterinary Science (2-2) An introduction to the physiology and anatomy essential to an understanding of the diseases of farm animals. Emphasis will be placed upon livestock sanitation, and prevention, control and eradication of diseases of farm animals. **010404**

Agriculture 223A—Farm Shop (1-4) This course involves the basic skills in arc and oxyacetylene welding, soldering, hot and cold metal work, sheetmetal work, cutting metal and brazing. Also concrete construction, farm plumbing and fitting of farm tools will be covered. **011001**

Air Conditioning and Refrigeration 7221

Students successfully completing this program receive the Associate-in-Applied Science Degree.

The curriculum is designed to prepare the student to assist in planning, installing, operating and maintaining air conditioning equipment. The required technical information is presented and related skills are developed which will enable the graduate to function efficiently when working with engineers, system designers, skilled craftsmen, salesmen, and others in the field.

Students in this program are required to furnish their own hand tools for use in laboratory classes.

AIR CONDITIONING AND REFRIGERATION CURRICULUM

Semester I
ENG 113—Composition and Rhetoric
MTH 113E*—Applied Mathematics I
AC 113—Introduction to Air Conditioning and Refrigeration
AC 113A—Fundamentals of Refrigeration
AC 113S—Solar System Design and Installation
PSY 111—Freshman Orientation

Semester II
AC 113D—Fundamentals of Electricity
AC 123A — Refrigeration Machines and Commercial Refrigeration
AC 123B—Blueprint Reading and Heat Load Calculation
MTH 123E*—Applied Mathematics
Approved Elective**

Semester III
AC 123D—Automatic Controls
AC 213A—Heating
MMG 113S—Small Business Management
PHY 113—Elementary Physics
Approved Elective**

Semester IV
AC 223A—Air Conditioning Systems Design
AC 223B—Installation and Maintenance of Air Conditioning Systems
AC 223C—Automatic Controls II
ENG 223B—Technical Report Writing
Approved Elective**

Air Conditioning 113—Introduction to Air Conditioning and Refrigeration (2-4) An introductory course designed to acquaint the student with practical heating and cooling problems, terminology and the study of psychrometric principles.

Air Conditioning 113A—Fundamentals of Refrigeration (2-4) An introduction to terminology, laws of refrigeration, processes and procedures associated to refrigeration applications.

Prerequisite: Taken concurrently with AC 113 or consent of the instructor.

* Students placement in mathematics is based upon the results of tests and subjects completed before admission.

** Suggested Electives: BA 113A, MMG 113B, History, Government, DFT 123A, SPH 223A

Air Conditioning 113D—Fundamentals of Electricity (2-2) A study of electron theory, DC and AC circuits, single phase and three phase power distribution, capacitance, electric motors, and motor controls. All of the material covered will be as it relates to the refrigeration and air conditioning industry.

Air Conditioning 113S — Solar Systems Design and Installation (2-4) An introduction to design, installation and maintenance of solar systems.

Air Conditioning 123A — Refrigeration Machines and Commercial Refrigeration (2-4) A study of refrigeration machines, their component parts and accessories, installation, maintenance, and servicing procedures.

Prerequisities: AC 113A, 113D, 123B, or consent of the instructor.

Air Conditioning 123B — Blueprint Reading and Heat Load Calculation (3-0) A study of blueprints used in the construction industry and the use of blueprints to determine heat load and installation of heating and air conditioning equipment.

Air Conditioning 123D—Automatic Controls (2-2) A study of automatic controls, control systems, component parts and related equipment.

Prerequisite: AC 113 or consent of the instructor.

Air Conditioning 213A — Heating (2-4) a study of the principles of heating using gas, electric, hot water or steam systems. Also included is an introduction to the installation and service of heating equipment.

Prerequisite: AC 113D, AC 123B or consent of the instructor.

Air Conditioning 223A — Air Conditioning Systems Design (2-4) This course is a correlation of all elements of air conditioning applications and designs into a complete and applicable system.

Prerequisite: AC 123A or consent of the instructor.

Air Conditioning 223B — Installation and Maintenance of Air Conditioning Systems. (2-4) A study of installation and maintenance procedures and problems of air conditioning systems. Consideration of sight selection and placement of related equipment components.

Air Conditioning 223C—Automatic Controls II (2-2) An advanced study of automatic controls, including pneumatic controls, modular controls, actuator controls, sequencer and step controls. Also included is an advanced study of wiring diagrams and schematics.

Prerequisite: AC 123A, AC 123D or consent of the instructor.

*Art

A student majoring in art should see a Tyler Junior College counselor for help in completing a course plan.

Art 113D — Design I (2-4) A study of all of the art elements and art principles with emphasis upon two-dimensional designs using a wide range of media and techniques. Text as well as lecture and laboratory study is included. **100201**

Art 113E — Drawing I (3-3) A basic course in the fundamentals of representation through the drawing of simple objects, still lifes, landscapes, and architectural subjects with an introduction to figure

* Students planning to transfer art credit on a bachelors degree are required to prepare and retain a portfolio of their work to facilitate their transfer.

drawing. Empahsis is placed on a sound understanding of freehand drawing skills including: line, value, proportion, and perspective through the use of a wide variety of drawing media and techniques. Text as well as lecture and laboratory study is included. **100204**

Art 114B — Art for Pre- and Elementary School (2-4) A basic course for the students of pre-school and elementary school teaching in which they are introduced to the methods of teaching and using a wide variety of techniques and media in creative two- and three-dimensional projects for the appropriate elementary levels. Text as well as lecture and laboratory study is included. **100201**

Art 123D — Design II (2-4) A continuation of Design I introducing three-dimensional design concepts. Text as well as lecture and laboratory study is included. **100201**

Art 123E—Drawing II (3-3) A continuation of Art 113E with emphasis on drawing the head and human figure using various media and techniques. Basic skeletal and muscular structure of the human figure as related to drawing is included. Text as well as lecture and laboratory study is included. **100204**

Art 213 — History of Art (3-0) A critical and analytical study of painting, sculpture, architecture, and crafts from prehistoric time to the end of the Middle Ages, through the use of slide illustrated lectures and text study. **100302**

Art 213C—Ceramics I Introduction To Ceramic Processes (3-3) Basic materials and techniques. Hand building, glazing and firing procedure, and introduction to the use of the potter's wheel. **100901**

Art 213D—Design III (2-4) An advanced investigation into a wide range of two-dimensional design problems using various media and methods. Empahsis is placed on technique and individual expression. **100201**

Art 213E—Drawing III (3-3) A life drawing course with emphasis on the structure and action of the human figure. Text as well as lecture and laboratory study is included. **100204**

Art 213L—Weaving I (2-4) Introductory course in weaving. Exploratory studies in the use of textiles as a form of art. Use of simple hand looms and introduction to operation of the floor loom. **100908**

Art 213S — Sculpture I (2-4) A basic study of various sculptural approaches using a wide variety of materials, including both additive and subtractive techniques. **100213**

Art 213O—Painting I (2-4) An introduction to the problems of painting and composition, in oil and/or acrylic media. Subjects include

color and value mixing charts, simple objects, still lifes, and landscapes done in an objective and representational manner. **100209**

Art 223 — History of Art II (3-0) A critical and analytical study of painting, sculpture, architecture, and crafts from early Renaissance time to the present, through slide illustrated lectures and text study. **100302**

Art 223C — Ceramics II (3-3) Problems in ceramics. Personal and professional development in forming and decorating techniques. Emphasis on mastery of potter's wheel, glaze calculation, and casting methods. **100901**

Art 223L — Weaving II (2-4) A continuation of Art 213L. **100908**

Art 223O — Painting II (2-4) A continuation of Art 213O with emphasis on more creative and experimental areas of painting including the development of painting styles. A wide range of subjects and techniques including abstraction and non objective art are introduced. **100209**

Art 223W — Water Color Painting (2-4) An introduction to the water color medium as a means of artistic expression in the interpretation of still lifes and landscapes done in a representational manner. **100210**

Banking
5626

Students successfully completing this program receive the Associate-in-Applied Science Degree in bank management.

The banking curriculum is designed to provide a student the opportunity to complete various American Institute of Banking diplomas while pursuing the Associate Degree. The banking community assists the educational opportunity by recommending qualified teachers and selecting appropriate textbooks for all A.I.B. courses.

MID-MANAGEMENT CURRICULUM

(Banking Option)

Semester I

ECO 213—Principles of Economics
ENG 113—Composition and Rhetoric
BM—(9 hours of banking courses)

Semester II
BA 113A—Elementary Accounting
REM 123A—Real Estate Finance
BM—(9 hours of banking courses)

Semester III
BM—(9 hours of banking courses)
MMG 113B—Principles of Management
MMG 213B—Personal Management

Semester IV
BA 123A—Elementary Accounting II
BM—(9 hours of banking courses)
Elective

Banking 111A — Loss Prevention (1-0) This seminar focuses on check cashing, check swindles, bank holdups, and security procedures.

Banking 111B — Bank Management by Objectives (1-10) This middle management seminar is designed to assist bank officers in learning how to translate bank problems into realistic goals, for the individual and the bank, through the management-by-objectives system. Cases and outside readings are used in this seminar. This course can be presented as a brief, intense workshop or as an eight-session seminar.

Banking 111D—Safe Deposits (1-0) This program covers the rules and procedures of safe deposits. The importance of good customer relations, safe deposit security and legal concerns are addressed. The course materials serve as an on-the-job reference guide after the program is completed.

Banking 111E—Banking and Electronic Funds Transfer (1-0) Informational in nature, this course is not intended as a "how to" guide. It's more a "how-to-be-comfortable-with" short course designed to provide students with an overview of the EFT arena, and understanding of the scope and complexities of EFT, and a realization of the services and functions allowed through the various EFT products.

Banking 111M — Mortgage Loan Processing and Underwriting (1-0) Concentrating on lending practices for one-to-four-family residences, this new program takes the student through all the essential underwriting processes and provides information on consumer compliance regulations. Particularly useful for dealing with the rapid growth of the secondary mortgage market, which requires bankers to be especially knowledgable about standards and documents.

Banking 111S — Selling Bank Service (1-0) This program is especially designed to teach sales techniques to customer contact personnel that will result in new business for the bank and encourage present customers to broaden the range of bank services they use. Emphasis is on identifying customer needs for a bank transaction or from conversation with the customer, and suggesting the appropriate service to the customer.

Banking 111T—Supervisory Training (1-0) The goal of this sophisticated program is to transmit managerial skills and concepts to first-line supervisors, by integrating sound managerial concepts with practical experience. Application of managerial skills to the job situation of the new supervisor is emphasized.

Banking 111W—Written Communications for Bankers (1-0) Utilizing a "thought pattern development" approach, this program addresses the logical organization and writing of letters and reports. Orienting the letter or report to the purpose and recipient is emphasized as a means of getting results from written communications.

Banking 112S — Oral Communications for Bankers (2-0) This program addresses identification and analysis of the message and the respondent, and focuses on personal communications trouble spots. Using cross-evaluation and peer reaction, emphasis is on both the goal of the communication and the reaction of the listener.

Banking 113 — Principles of Banking (3-0) This course presents the fundamentals of bank functions in a descriptive fashion so that the beginning banker may view his chosen profession in a broad (and operational) perspective. The descriptive orientation is intentional. Banking is increasingly dependent upon personnel who have the broad perspective so necessary for career advancement.

Banking 113B — Savings and Time Deposit Banking (3-0) This course reflects recognition of the fact that a knowledge of the historical development of savings instututions and an awareness of the basic economic function of the saving process are necessary to an understanding of the current operations and policies of these institutions. It begins with a review of the economics of the saving process in order to clarify important differences between financial savings by individuals or organizations and real savings that appears as capital formation. Different types of financial savings are reviewed in order to describe the system of financial flows of income to capital investment.

Banking 113C—Deposit Operations (3-0) This new course examines the deposit operations of banks in the context of the U.S. payments system. It explores how banks operate relative to their deposit-

taking activities and management of deposited funds. Emphasis is on system rather than product or instrument. Also studied is the impact of the external environment on determining why banks operate the way they do. Government rules and regulations and the future of America's payments mechanisms are also covered.

Banking 113F — Statement Analysis (3-0) This popular new revision teaches some of the basic concepts and skills of statement analysis. It lends itself more to a "how to" hands-on approach for immediate use within the job function. It is not as detailed nor as theoretical as the Analyzing Financial Statements course. The revision incorporates the two previous offerings of Statement Analysis and Funds Statement/Funds Flow Analysis under one umbrella program.

Banking 113S — Credit Administration (3-0) This course, directed toward the executive level, concerns itself partly with a statement and a discussion of factors influencing and determining loan policy. Methods of credit investigation and analysis, credit techniques, specific credit problems, and regular, as well as unusual types of loans are discussed.

Banking 122 — Loan and Discount (2-0) This seminar teaches bank employees the essential facts about promissory notes, including calculating interest and discounting commercial paper; guaranties; general collateral agreements; examining and processing documents accompanying notes secured by stocks, bonds, and savings account passbooks, and the concepts of attachment, perfection, priority, default, and foreclosure.

Banking 123S — Money and Banking (3-0) This course stresses the practical aspects of money and banking and emphasizes the basic monetary theory needs by the banking student to apply his knowlege to his particular job. Historical treatment has been kept to a minimum. Emphasis is also placed on such problems as economic stabilization, types of spending, the role of gold, limitations of central bank control, government fiscal policy, balance of payments, and foreign exhcange, showing their repercussions on the banking industry in affecting yield curves and the structuring of portfolios.

Banking 213 — Bank Investments (3-0) Because the bank's needs for primary reserves and loanable funds limit the funds available for investment, this course describes the nature of such funds and how their uses are determined. It also analyzes the primary and secondary reserve needs of commercial banks, the sources of reserves, and their random and cyclical fluctuations, showing the influence of these

factors on investment policy. This analysis is followed by a study of yield changes as they affect a bank's long-term holdings.

Banking 213A—Bank Management (3-0) This course is based on the second edition of the text that presents new trends which have emerged in the philosophy and practice of management. The study and application of the principles outlined provide new and experienced bankers with a working knowledge and bank management. Since case study is becoming well established as an effective management learning technique, this text also introduces the use of cases as a new element.

Banking 213C—Introduction to Commercial Lending (3-0) This is a new course that provides an overview of the commercial lending function. It is targeted to management trainees and junior management, and is divided into four sections: commercial lending overview, the lending process, portfolio management and regulation and business development. Some specific topics: the commercial loan customer, types of commercial loans, the loan decision process (information gathering, analysis), cost analysis, control and profitability, and the regulatory and legal environment.

Banking 213D — Trust Management (3-0) This course describes the organization, operation, and services of the trust department. Some specific topics covered in the course are: the board of directors; department accounting; trust investments; tax administration; trust automation; employee benefits; trust and corporate trust administration; business development and personal development; trust profitability; and issues in trust department management. The course is targeted to trust officers currently employed in a particular trust activity.

Banking 213E—Credit Department Management (3-0) Building on the basic principles of the credit function, this new course teaches the essential concepts necessary for credit professionals in banks of all sizes to strengthen their portfolio. The course emphasizes practical application to the student's job situation.

Banking 213F—Asset and Liability Management (3-0) This short overview program is designed to acquaint bankers with the elements of asset/liability management. It promotes an understanding of the origins, necessities, and operations of proper asset/liability management techniques.

Banking 213G — Loan Officer Development (3-0) Focusing on people-skills and problem-solving, this well-received program offers comprehensive training in the subjective skills and judgment-forming abilities needed throughout the lending process, such as interview-

ing, listening and remembering, decision-making under conditions of uncertainty and time-pressures, persuasion and negotiation, and supporting conclusions and recommendations with sound evidence and reasoning.

Banking 213H — Negotiable Instruments and Payment Mechanism (3-0) This course examines the legal structure that is implicit in the normal course of bank operations. Many of the legal situations that occur in the deposit, collection, dishonor and return, and payment of checks are explored. Also addressed are the legal relationship of the various parties in bank collection channels, and between a bank and its depositors.

Banking 223 — Installment Credit (3-0) In this course, the techniques of installment lending are presented concisely. Emphasis is placed on establishing the credit, obtaining and checking information, servicing the loan, and collecting the amounts due. Each phase of a bank's installment credit operation should be carefully scrutinized to be certain that the most efficient methods are employed, for only through an efficient operation can a bank maximize its profits on this particular kind of credit. Other topics discussed are inventory financing, special loan programs, business development and advertising, and the public relations aspect of installment lending.

Banking 223A — Analyzing Financial Statements (3-0) A fourth edition of the textbook is used for this course and is organized into two main sections: Characteristics of financial statements and financial statement analysis. The first section serves as a useful review of basic accounting principles for those students who have studied accounting. For those who have not, this section provides the minimum accounting background necessary for profitable study of financial statement analysis.

Banking 223E — Law and Banking (3-0) An introduction to basic American law, presenting the rules of law which underlie banking. Topics include jurisprudence, the court system and civil procedure, contracts, quasicontracts, property, torts and crimes, agencies, partnerships, corporations, sales of personal property, commercial paper, bank deposits and collections, documents of title, and secured transactions. Emphasis is on the Uniform Commercial Code.

Banking 223G — Marketing for Bankers (3-0) This course discusses the basics of public relations, both internal and external, and seeks simply to explain the why, the what, and some of the how of public relations and marketing. It is intended as an overview for all bankers in terms of what everyone in banking should know about the essentials of bank public relations and marketing.

Banking 223H — Management of Commercial Bank Funds (3-0) This course deals with those necessary principles from which the student can derive an adequate philosophy of funds management. Differences between practices in large banks and smaller institutions are illustrated for course institutions of all sizes.

Banking 223J — Bank Cards (3-0) This course presents an overview of the bank card industry with the dual objectives of helping the student understand the role of the bank card in the economy as well as the basic operational problems involved in the successful management of a bank card plan. The interrelated nature of the various bank card functions is emphasized. Topics covered are the types of credit cards in use and their functions and histories; the cardholder's profile, attitudes, and behavior; and credit-card operations—marketing, authorization, customer service, cost analysis and control, collection policies and procedures, and security and fraud. The course also discusses the evolution of credit cards into electronic funds transfer, legal developments affecting credit cards and the regulatory environment in which banks operate their card business.

Banking 223S—Federal Regulation on Banking (3-0) This course provides a comprehensive treatment of the "why" and "what" of federal banks supervision. It is recommended for both beginning and advanced students in banking and related fields. Some of the topics covered are agencies regulating banks, bank charters, bank reports and examinations, federal limitations on banking operations, and the regulation of bank expansion. Emphasis is on supervision rather than the role of the federal government as it indirectly influences the operations of banks through fiscal and monetary policy decisions.

Bible

Bible courses for college credit at Tyler Junior College are taught in the Baptist Bible chair, the Wesley Foundation Methodist Bible chair, the Fifth Street Presbyterian Bible chair, and the Church of Christ Bible chair.

The granting of college credit for such courses is on the following basis:

(1) All such courses must be based upon comprehensive syllabi approved by Tyler Junior College.

(2) Such courses may not be taught from a sectarian view point but must be historical or literary in nature.

(3) The teacher of such courses must meet the same standards of academic preparation as required of teachers in other academic disciplines in the college.

(4) A maximum of twelve semester hours will be accepted toward a degree.

A student majoring in Bible should see a Tyler Junior College counselor for help in completing a course plan.

Bible 111 — Selected Studies in the Old Testament (1-0) A brief course of study involving either an Old Testament book or theme.

Bible 111A — Selected Studies in the New Testament (1-0) A brief course of study involving either a New Testament book or theme.

Bible 111B — Selected Studies in Church History (1-0) A brief course of study involving either a general synopsis of church history, a particular era of church history or a history of the Bible.

Bible 111C — An Introduction to Christianity (1-0) A brief course of study involving theological terms, great Bible themes, and a comparison of Christianity with other religions.

Bible 113 — Survey of the Old Testament (3-0) A foundation course in the history, literature and teachings of the Old Testament.

Bible 123 — Survey of the New Testament (3-0) A foundation course in the history, literature, and teachings of the New Testament.

Bible 213 — Life and Teachings of Jesus (3-0) A study of the life and teachings of Jesus Christ as viewed from the perspective of the writers of the Gospels.

Bible 223 — Life and Letters of Paul (3-0) A study of the ministry and thoughts of Paul as found in the Acts of the Apostles and Paul's letters.

Bible 223A — World Religions (3-0) An interpretation of the fundamental insights, concepts, ideals, and customs of the major religions of the world.

Biology

A student majoring in biology should see a Tyler Junior College counselor for help in completing a course plan.

Biology 113B — Anatomy and Physiology (3-2) A study of the anatomy and physiology of the human body. It emphasizes biological

principles as applied to vertebrates in general and man in particular. **041001**

Biology 123B — Anatomy and Physiology (3-2) A continuation of Biology 113B. Prerequisite: Biology 113B. **041001**

Biology 114A — Microbiology (3-3) The characteristics and activities of microorganisms and their relation to health and disease. **041101**

Biology 114C — Introductory Biology I (3-3) Survey of structures and functions common to living forms. This course also includes the principles of cell biology, classification, reproduction evolution and ecology. **040101**

Biology 114M — Biology I (3-3) Survey of structures and functions common to living forms. Principles of cell biology, classification of life forms and their relationship to man. This course is similar to BIO 114C but places greater emphasis on the relationship of chemistry to biology. Also more outside reading is required. This course is specifically designed for science majors. **040101**

Biology 124B — General Botany (3-3) An introduction to the plant kingdom with emphasis on the importance of plants to man. **040201**

Biology 124C — Introductory Biology II (3-3) This course places emphasis on the development, structure and function of the organ systems of man. Also included are principles of heredity, ecology and evolution as applied to man. **040101**

Biology 124M — Biology II (3-3) This course deals specifically with man; the structure and function of the body and principles of biology, i.e., genetics, evolution, and ecology, as they apply to man. This course is similar to BIO 124C but places greater emphasis on the relationship of chemistry to biology. Also more outside reading is required. This course is specifically designed for science majors. **040101**

Biology 224—Comparative Vertebrate Anatomy (3-4) A comparative study of the morphology, physiology, and phylogenesis of vertebrate organ systems. Required of predental, premedical and biology majors. Prerequisite: Biology 114M and 124M or 124B. **041201**

Business Administration

ONE YEAR BUSINESS AND COMMERCIAL COURSES

For business students interested in an intensive business course,

the Certificate of Proficiency is awarded either in secretarial administration or general business, upon completion of 30 semester hours of work (exclusive of P.E. and Psychology 111). These courses are planned to train the student for work in an office. All courses listed under the suggested plan are required.

SECRETARIAL COURSE

Semester I
BA 113S or BA 123S*—Shorthand
BA 111S or BA 121S—Transcription
BA 113T or BA 123T*—Typing
BA 113F—Secretarial Practice
BA 113R—Business English
BA 113M—Business Machines
BA 111—Machine Transcription
Physical Education
Psychology 111

Semester II
BA 123S or BA 213S—Shorthand
BA 121S or BA 211S—Transcription
BA 123T or BA 213T—Typing
BA 123F—Secretarial Practice
BA 113C—Business correspondence
BA 113A** or BA 214—Accounting
Physical Education

GENERAL BUSINESS COURSE

Semester I
BA 113T or BA 123T*—Typing
BA 113F—Secretarial Practice
BA 113R—Business English
BA 113M—Business Machines
BA 113G—Office Practice
BA 111—Machine Transcription
Physical Education
Psychology 111

Semester II
BA 123T or BA 213T—Typing
BA 123F—Secretarial Practice
BA 113C—Business Correspondence

* Students should be placed in BA 123T or BA 123S if they have had high school credit for Typing or Shorthand.

** BA 113A and BA 123A do not meet the baccalaureate degree requirements in Accounting.

BA 113A or BA 214—Accounting
BA 123G—Office Practice
CS 111—Data Entry I
Physical Education

BUSINESS ADMINISTRATION
TWO-YEAR PROGRAMS—ASSOCIATE DEGREE
GENERAL SECRETARIAL PROGRAM

Semester I
English 113
History 213
BA 113T or 123T*—Typing
BA 113S or 123S*—Shorthand
BA 111S or 121S*—Transcription
BA 113F—Secretarial Practice
BA 111—Machine Transcription
PSY 111
Physical Education

Semester II
English 123
History 223
BA 123T or 213T—Typing
BA 123S or 213S—Shorthand
BA 121S or 211S—Transcription
BA 123F—Secretarial Practice
CS 111—Data Entry I
Physical Education

Semester III
Government 213
BA 213T—Typing (if not completed)
BA 213S—Shorthand (if not completed)
BA 211S—Transcription (if not completed)
BA 113A** or 214—Accounting
BA 113M—Office Machines
BA 113D — Business Math (if Shorthand or Typing have been completed)

Semester IV
Government 223
BA 223F—Executive Secretaryship
BA 123G—Office Practice

* Student should be placed in BA 123T or BA 123S if they have had high school credit for Typing or Shorthand.

** BA 113A and BA 123A do not meet the baccalaureate degree requirements in Accounting.

BA 123A** or 224—Accounting
BA 113C—Business Correspondence

GENERAL OFFICE PROGRAM

Semester I
English 113
History 213
BA 113T or 123T*—Typing
BA 113F—Secretarial Practice
BA 113M—Office Machines
BA 111—Machine Transcription
PSY 111
Physical Education

Semester II
English 123
History 223
BA 123T or 213T—Typing
BA 123F—Secretarial Practice
BA 113C—Business Correspondence
CS 111—Data Entry I
Physical Education

Semester III
Government 213
BA 113A** or 214—Accounting
BA 213T—Typing (if not completed)
BA 113G—Office Practice
ECO 213—Introduction to Economics
BA 113D—Business Math (if 213T has been completed)

Semester IV
Government 223
BA 123A** or 224—Accounting
BA 223T—Typing (if not completed) or BA 113B—Introduction to Business
BA 123G—Office Practice
BA 213L—Business Law

LEGAL SECRETARIAL PROGRAM

Semester I
English 113
History 213

* Students should be placed in BA 123T or BA 123S if they have high school credit for typing and shorthand.
** BA 113A and BA 123A do not meet the baccalaureate degree requirements in Accounting.

BA 113T or 123T*—Typing
BA 113S or 123S*—Shorthand
BA 111S or 121S*—Transcription
BA 113F—Secretarial Practice
Physical Education
PSY 111

Semester II
English 123
History 223
BA 123T or 213T—Typing
BA 123S or 213S—Shorthand
BA 121S or 211S—Transcription
BA 123F—Secretarial Practice
BA 111—Machine Transcription
Physical Education

Semester III
Government 213
BA 213T—Typing (if not completed)
BA 213S—Shorthand (if not completed)
BA 211S—Transcription (if not completed)
BA 113A** or 214—Accounting
BA 213L—Business Law
BA 113D — Business Math (if Typing or Shorthand have been completed)
BA 123G — Office Practice (if Typing or Shorthand have been completed)

Semester IV
Government 223
BA 223T—Typing
BA 223F—Executive Secretaryship
CS 111—Data Entry I
BA 123A** or BA 224—Accounting
BA 223L—Legal Procedures

If substitute is needed, use BA 113C—Business Correspondence

A student planning a four-year degree in business administration should see a Tyler Junior College counselor for help in completing a course plan.

Business Administration 111 — Machine Transcription (1-2) A course designed for students to develop a working knowledge of the

* Students should be placed in BA 123T or BA 123S if they have high school credit for typing and shorthand.
** BA 113A and BA 123A do not meet the baccalureate degree requirements in Accounting.

use of dictating machines. Students produce mailable transcripts from machine dictation and CPT typewriter. **051404**

Prerequisite: BA 113T

Business Administration 113 — Oil and Gas Law (3-0) A course designed for those employed in petroleum production, leasing, scouting and other oil industry activities. **050154U**

Business Administration 113A — Elementary Accounting (3-0) Fundamental principles of double-entry bookkeeping. Emphasis is given to accounting cycle for service and mercantile businesses. Areas covered include journals, ledgers, trial balance, worksheet, adjusting and closing entries.

Business Administration 123A — Elementary Accounting (3-0) A continuation of BA 113A. Emphasis is given to receivables, payables, merchandise, deferrals, accruals, plant assets, depreciation, systems and control, and payroll. A practice set is included.

Prerequisite: Business administration 113A

Business Administration 113B — Introduction to Business (3-0) A general business course designed to give the student an understanding of the fundamental principles of business operation. **050101**

Business Administration 113C — Business Correspondence (3-0) This is a study of communications in modern business with emphasis on the business letter. The organization of all types of business letter, paragraph development, use of punctuation, numbers capitals etc., are stressed **051423**

Business Administration 113D — Business Mathematics (3-0) This course covers the simpler exercises and problems of everyday business calculations — including such topics as the use of aliquot parts, practice on short methods of calculation, fractions, percentage, interest and discount, bonds, depreciation, social security, taxes, property taxes, insurance and stocks. **170101**

Business Administration 113F-123F — Secretarial Practice (3-0) A course designed for students who are interested in the secretarial field. It covers office ethics, duplicating machines, transcribing machines, filing and postal information; practice is given in interviewing callers, attending business conferences, and in telephone techniques. **051421**

Business Administration 113G — Office Practice (3-0) Development of knowledges and skills in the various filing systems and records control, payroll laws and procedures, and personal income tax.

Business Administration 123G — Office Practice (3-0) Business etiquette, personal development, human relations and the job seeking campaign.

Business Administration 113M — Office Machines (3-0) A course planned to develop in the student a working knowledge of calculating machines and business mathematics, with emphasis on the touch system for rapid calculations. **051424**

Business Administration 113R — Business English (3-0) Fundamentals of grammar, punctuation and sentence structure as employed in written business communications. Work study; sentence analysis; punctuation; paragraphing planning. **051423**

Business Administration 113S — Elementary Shorthand (3-3) Introduction of principles of Gregg Shorthand, Series 90. Includes development of ability to read and write shorthand outlines. Attention is given to the improvement of shorthand characters and phrasing skills. (Normally meets 5 days each week). **051401**

Business Administration 111S — Elementary Transcription (0-3) Must be taken concurrently with B. A. 113S. The purpose of this course is to introduce students to the standards necessary in producing mailable transcripts, grammar, spelling, and punctuation correctness and use of forceful English. **051403**

Business Administration 113T — Beginning Typewriting (1-5) A beginner's course in typewriting. Exercises for the mastery of the keyboard by the touch system, instruction in the care of the machine, introduction of form and arrangement of simple business letters, and simple centering, tabulation, and manuscripts. **051411**

Business Administration 113W — Word Processing (2-1) A study of the components used in word processing systems including automatic typewriters, stand-alone text editors, shared logic systems, and computer text-editing systems. **051426**

Business Administration 123T — Intermediate Typewriting (1-5) For those students who have had typewriting in high school or who have had BA 113T. Preparation of business letter, typing of business letter, tabulating of materials, typing of manuscripts. **051411**

Business Administration 213T — Advanced Typewriting (1-5) This course includes business reports business documents, legal documents, tabulation, statistical material, manuscripts, cutting stencils, various forms of business letters and a continued emphasis upon typing speed and efficiency. **051412**

Business Administration 113V — Beginning Typewriting (2-2) A beginner's course in typewriting. Exercises for the mastery of the keyboard by the touch system, instruction in the care of the machine, introduction of form and arrangement of simple business letters, and simple centering, tabulation, and manuscripts. **051411**

Business Administration 123V — Intermediate Typewriting (2-1) For those students who have had typewriting in high school or who have had BA 113T. Preparation of business letter, typing of business letter, tabulating materials, and typing of manuscripts. **051411**

Business Administration 213V — Advanced Typewriting (2-1) This course includes business reports, business documents, legal documents, tabulation, statistical material, manuscripts, cutting stencils, various forms of business letters and a continued emphasis upon typing speed and efficiency. **051412**

Prerequisite: Instructor's consent. **050206**

Business Administration 123S — Intermediate Shorthand (3-3) Prerequisite: Satisfactory completion of B. A. 113S and B. A. 111S or one year of shorthand in high school; satisfactory completion of B. A. 113T or one year of typing in high school. Application of principles of Gregg Shorthand to develop the ability to take and accurately transcribe shorthand notes at increased dictation speeds. **051401**

Business Administration 121S — Intermediate Transcription (0-3) Must be taken concurrently with B. A. 123S. This course is required to attain proficiency in mailable transcriptions. Emphasis is given to vocabulary building and time typewritten transcription of shorthand notes for mailable letters. **051403**

Business Administration 213S — Advanced Shorthand (3-3) Prerequisite: Satisfactory completion of B. A. 123S and 121S. Further development of shorthand skills to attain proficiency required for stenographic work. Emphasis on speed building and specialized dictation of various professions. **051402**

Business Administration 211S — Advanced Transcription (0-3) Must be taken concurrently with B. A. 213S. This course is required to attain proficiency in mailable transcriptions. Emphasis is upon specialized dictation, mailable transcriptions, and vocabulary building. Development of high-level skill in production work in order to meet office standards. **051404**

Business Administration 223S — Specialized Shorthand (3-3) Prerequisite: Satisfactory completion of B. A. 213S. Proficiency in taking all types of office materials from dictation is emphasized. Stu-

dents may elect to specialize in any three secretarial areas: executive, legal, or medical.

Business Administration 221S—Specialized Transcription (0-3) Must be taken concurrently with B. A. 223S. This course is required to attain proficiency in dication and transcription of legal documents, medical records and forms, and executive correspondence and materials. **051404**

Business Administration 213L—Business Law (3-0) Fundamentals, contracts, agency, negotiable instruments, property, and real estate. General principles involving law or bailments, sales, conditional sales, agency, negotiable instruments as they appear in actual cases illustrating practical business problems. **050103**

Business Adminstration 223F—Executive Secretaryship (2-1) A course which analyzes the many diversified responsibilities of an executive secretary as an office supervisor.

This study emphasizes secretarial alertness to office problems, as well as the awareness of modern techniques in office management, case studies of secretarial procedure in the different business organizations, and the application of business ethics and office etiquettes.

This course is primarily designed for those sophomore secretarial students who have credit for college secretarial practice and advanced college shorthand during the freshman year.

Other students may be admitted with consent of the business faculty. **051404**

Business Administration 223L—Secretarial Procedures (Legal) (3-0) This course emphasized the professional rather than the purely routine or clerical aspects of the work of the legal secretary because of the tremendous need for improved professional standards for legal secretaries. This course is designed to fill a void in education for the legal secretarial profession. **051404**

Business Administration 223M—Secretarial Procedures (Medical) (3-2) This course emphasizes the professional rather than the purely routine for clerical aspects of the work of the medical secretary because of the tremendous need for improved professional standards for medical secretaries. This course is designed to fill a void in education for the medical secretarial profession. **051404**

Business Administration 223T — Specialized Typewriting (1-5) Legal or medical typing is designed to give secretarial students backgrounds in the field of legal typing or medical typing as well as to sharpen and refresh the skills of the in service legal or medical secre-

taries. Legal typewriting stresses typing of legal documents, correspondence and terminology drills. Medical typing emphasizes medical terminology, case histories, correspondence, forms and articles. (Normally meets 5 days each week). **051412**

Business Administration 214* — Principles of Accounting (3-3) Study areas include: fundamentals of double-entry bookkeeping; the accounting cycle for service and merchandise businesses; journals; ledgers; worksheet; adjusting, closing, and reversing entries; receivables and payables; payroll accounting depreciation and other asset valuations. Practice set. **050201**

Business Administration 224 — Principles of Accounting (3-3)** Study areas include: partnership accounting; corporation accounting with emphasis on common and preferred stock, bonds, and investments; departments and branches; cost systems, standard costs, and budgeting; special analysis of financial statements; working capital, cash flow, and consolidated statements; managerial decisions based on accounting data. **050201**

Chemistry

A student majoring in chemistry should see a Tyler Junior College counselor for help in completing a course plan.

Chemistry 112 — Chemical Calculations (2-1) A study of the English, Metric, and Apothecary systems of measure. Fundamentals of volumetric and gravimetric analysis. Introduction to basic classifications of drugs. **190902**

Chemistry 113 — Introductory Chemistry (3-2) Non-technical course which meets the needs of those who do not expect to specialize in science, engineering or medicine. The course content is devoted to a survey of the principles of inorganic chemistry. **190501**

Chemistry 113B — Basic Chemistry (3-0) For a student with little or no chemistry or science background. Fundamental principles of chemistry and related mathematics. May not be counted in lieu of other chemistry courses listed. Three lecture hours per week for one semester. **190101**

Chemistry 123 — Introductory Chemistry (3-2) A continuation of Chemistry 113. Subject matter includes an introduction to the fields of organic and biochemistry.

Prerequisite: Chemistry 113. **190501**

* Required in baccalaureate degree programs in Business Administration.

** Prerequisite — **BA 214**

Chemistry 113D — Elementary Chemistry (3-2) A one semester course covering elementary inorganic, organic and biochemistry. Especially suited to those persons interested in dental hygiene.

Note: Neither Chemistry 113-123, 113D, nor 114A can be substituted for Chemistry 114-124 in meeting prerequisites in scientific curricula. **190501**

Chemistry 114 — General Chemistry (3-4) A course serving the prerequisite requirement for engineering, medicine, dentistry, and other professional courses requiring advance work in chemistry. Lectures, demonstrations, and laboratory work sufficient for an understanding of fundamental principles. Laboratory work includes introduction to quantitative and volumetric analysis. **190502**

Chemistry 114A — Elementary Chemistry (3-4) A one semester course that serves to introduce the student to the essentials of inorganic, organic, and biological chemistry. Special emphasis is given to those principles which are of importance to the paramedical student. **190501**

Chemistry 124—General Chemistry (3-4) A continuation of Chemistry 114, requiring study of equilibrium, acid-base concepts, and qualitative analysis.

Prerequisite: Chemistry 114. **190502**

Chemistry 214 — Organic Chemistry (3-4) An introduction to the chemistry of the compounds of carbon for science majors. The reactions of aliphatic and aromatic compounds are considered in terms of carbonium ion, carbanion and free radical reaction mechanisms. Sterechemistry and molecular conformations are also considered. Laboratory work offers opportunity for the student to familiarize himself with reactions, properties, and relations of typical organic compounds.

Prerequisite: Chemistry 124. **190701**

Chemistry 224—Organic Chemistry (3-4) A continuation of Chemistry 214, requiring study of carboxylic and sulfonic acids, amines, ethers and phenols. Carbonyl and polyfunctional compounds are also considered.

Prerequisite: Chemistry 214. **190701**

Computer Science
6021

The College offers one and two year programs leading to Certificates of Proficiency and a two year program leading to an Associate in Applied Science Degree.

The one year program leading to a Certificate of Proficiency prepares the student for employment in the fields of computer operations, data preparation, and data entry.

The two year program leading to a Certificate of Proficiency prepares the student for employment in a business programming environment. To qualify for this certificate, the student must satisfactorily complete the computer science courses offered in the two year degree program.

The two year program leading to the Associate of Applied Science Degree serves the multiple tasks of preparing the student for employment as a programmer in a business environment and may be applied to help satisfy the requirements for advanced study.

A student seeking a four year degree should see a counselor for academic advisement.

ONE YEAR PROGRAM—CERTIFICATE OF PROFICIENCY

Semester I

CS 111—Data Entry I

CS 112B—Introduction to Computer Operations
CS 113A—Introduction to Computers
CS 113L—Introduction to Computer Programming Logic
BA 113A—Elementary Accounting
ENG 113—Composition and Rhetoric
PSY 111—Freshman Orientation

Semester II
CS 121—Data Entry II
CS 123B—Computer Operating Systems
BA 123A—Elementary Accouning
ENG 223B—Technical Report Writing
SPH 223A—Business and Professional Speaking
Approved Elective

Suggested Electives: CS 123C, CS 213F, BA 113C, BA 113T, MMG 113S, MMG 211, History or Government.

TWO YEAR PROGRAM—ASSOCIATE IN APPLIED SCIENCE

Semester I

CS 111—Data Entry I
CS 112B—Introduction to Computer Operations
CS 113A—Introduction to Computers
CS 113L—Introduction to Computer Programming Logic
BA 113A or 214—Accounting
ENG 113—Composition and Rhetoric
PSY 111—Freshman Orientation

Semester II

CS 123E—Computer Programming: Assembly Language
CS 123L—Advanced Computer Programming Logic
BA 123A—Elementary Accounting
MTH 113*—College Algebra
ENG 223B—Technical Report Writing

Semester III

CS 213A—Computer Programming: COBOL
CS 213B—System Analysis I
CS 213F—Computer Programming: BASIC Language
or Approved Elective
CS 213R—Computer Programming: RPG II Language
SPH—223A—Business and Professional Speaking

Semester IV

CS 223A—Advanced Computer Programming: COBOL

* Student placement in mathematics classes is based upon results of tests and subjects completed before admission.

CS 223B—Systems Analysis II
CS 223C—Computer Programming: FORTRAN
or Approved Elective
CS 223E—Special Topics
or Approved Elective
CS 223F—Advanced Computer Programming: BASIC Language
or Approved Elective

Suggested Electives: CS 121, CS 123B, CS 123C, CS 213C, 213S, BA 113T, MMG 113S, MMG 211, MTH 113E, MTH 113L, MTH 123C, MTH 123E, History or Government.

Computer Science 111—Data Entry I (1-1) Preparation of data for entry into the computer with emphasis on video display units; fundamental instruction procedures for data entry.

Prerequisite: Completion of high school or college typing course or concurrent enrollment in BA 113T.

Computer Science 112A—Introduction to Computer Programming (2-1) An introduction to beginning programming techniques using Assembler Language. Includes flowcharting, record layouts, documentation, addressing concepts, data representation and instruction formats.

Computer Science 112B—Introduction to Computer Operations (2-1) A course in computer operations to acquaint students with various types of operating systems, procedures, and disk utilities.

Computer Science 113A—Introduction to Computers (3-0) An introductory course to acquaint students with basic concepts of computers in today's world.

Computer Science 113L—Introduction to Computer Programming Logic (3-0) An introduction to beginning programming techniques. Basic input/output operations, program design, flowcharting and record layouts will be taught. Emphasis will be on structured design.

Prerequisite: CS 113A or concurrent enrollment.

Computer Science 121—Data Entry II (1-1) A course designed to attain proficiency in operating video display unit, verification of input and information retrieval, emphasis on accuracy and volume.

Prerequisite: Data Entry I (CS 111) with a speed and accuracy of 3000 strokes per hour. (Approximately 45 words per minute.)

Computer Science 123B — Computer Operating Systems (3-3) Individual instruction and operations of computer operating procedure; study of supervisor, job control, link edit, file maintenance, compilations.

Prerequisite: CS 112B

Computer Science 123C — Management Computer Use (3-0) A study of computer equipment and techniques designed specifically to create better communications between non-technical management and computer technicians at all levels. In addition, computer implications for business and society are investigated.

Computer Science 123E — Computer Programming: Assembly Language (3-3) A detailed study of assembler language programming utilizing data manipulation, editing, control macros, debugging and advanced programming techniques.

Prerequisite: CS 113L or consent of instructor.

Computer Science 123L — Advanced Computer Programming Logic (3-3) A continuation of study of programming skills using a structured language.

Prerequisite: CS 113L

Computer Science 123R—RPG II Programming (3-3) Introduction to Business Programming using RPG II language. Covers file, definitions, input calculations, output specifications, exception operations, and subroutines.

Prerequisite: CS 112A or consent of instructor.

Computer Science 213A — Computer Programming: COBOL (3-3) Business report preparation through the use of structured ANSI COBOL. Stresses the use of basic COBOL Module Statements which are available in all standard COBOL compilers. Several COBOL programs are written, compiled, debugged, documented, and put into operation by the student.

Prerequisite: CS 123E or consent of the instructor.

Computer Science 213B — Systems Analysis I (3-0) Business systems fundamentals, basic communications skills, data collection and analysis, systems planning — alternatives, feasibility, and proposal.

Prerequisite: CS 113A or consent of instructor.

Computer Science 213C — Introduction to Computer Hardware (3-0) This course is designed to acquaint the computer programming

and operations personnel with the hardware aspects of computers and the relation between software and internal circuitry and logic. A programming language is introduced and selected instructions and operations are followed from the problem conception through the functioning of the hardware.

Prerequisite: CS 113A or consent of instructor.

Note: Credit may not be received for both CS 213S and CS 213C.

Computer Science 213F—Computer Programming: BASIC Language (3-3) Detailed study of BASIC Language programming. Concepts include BASIC instruction, commands, programming logic, functions, and interactive programming. Students are required to code, document, compile, test, and debug several programs.

Prerequisite: CS 113L or consent of the instructor.

Computer Science 213R—Computer Programming: RPG II Language (3-3) Introduction to Business Programming using RPG II Language. Covers file descriptions, input operations, calculations, and output operations. Also array and table handling specificiations, file updating and the use of sequential and index sequential access method files.

Prerequisite: CS 113L and at least one previous language, or consent of the instructor.

Computer Science 213S—Survey of Computing (2-4) This course is designed to acquaint the electronics technician with the non-hardware aspects of the computer and how these relate to the internal circuitry and logic. Machine, assembly, and a high level programming language are introduced and selected instructions and operations are followed from the problem conception through the functioning of the circuitry.

Prerequisite: ELC 123 or consent of the instructor.

Note: Credit may not be received for both CS 213S and CS 213C.

Computer Science 223A — Advanced Computer Programming: COBOL (3-3) An advanced study of the structured COBOL Language with emphasis on file maintenance, structures and systems design to achieve the greater efficiency from interaction of the programs and utilities necessary to a complete system. Students are required to write, compile, test, and document several programs.

Prerequisite: CS 213A or consent of the instructor.

Computer Science 223B — Systems Analysis II (3-0) A continuation of CS 213B, covering specialized techniques involving sys-

tem cost determinaton, design, file and data base organization, and project management and control.

Prerequisite: CS 213B or consent of instructor.

Computer Science 223C — Computer Programming: FORTRAN (3-3) Detailed study of FORTRAN programming. Concepts include basic instructions, functions and subprograms. Students are required to code, document, compile, test and debug several programs.

Prerequisite: CS 113L, MTH 113 or consent of instructor.

Computer Science 223E — Special Topics (3-0) Topics taught in this course will be at the discretion of the department and will reflect the current practices and equipment in the computing field.

Computer Science 223F — Advanced Computer Programming: BASIC Language (3-3) This course will include advanced topics in BASIC programming such as file structures and file manipulation, interactive programming, screen and print formating, menus, chaining and string arithmetic.

Prerequisite: CS 213F or consent of instructor.

Criminal Justice
7021

Students successfully completing this program receive the Associate-in-Applied-Science Degree.

This course provides a survey of police problems, crime trends and statistics, organization and jurisdiction of local state and federal enforcement agencies. Surveys of professional opportunities and personal qualifications are studied. The course is a basic orientation designed to provide the student with a complete evaluation of the European and American police systems. The student is introduced to a general history of police systems which serves as a frame of reference in analyzing trends in the modern police service.

CRIMINAL JUSTICE CURRICULUM

Semester I
ENG 113—Composition and Rhetoric
HST 213—History of the United States
CJ 113—Introduction to Criminal Justice
CJ 113B—Police Organization and Administration

CJ 113C*—Probation and Parole
PSY 111—Freshman Orientation

Semester II
ENG 123—Composition and Rhetoric
HST 223—History of the United States
SPH 223A—Business and Professional Speaking
CJ 123B—Police Role in Crime & Delinquency
CJ 123C*—Patrol Administration
or
CJ 123D—Criminology

Semester III
PSY 213—Introduction to Psychology
GOV 213—American Government
SOC 213—Introduction to Sociology
or
CJ 213C*—Criminalistics
CJ 213A—Criminal Investigation
CJ 213B—Legal Aspects of Criminal Justice

Semester IV
GOV 223—National and State Government
SOC 223—Social Problems
or
CJ 223E*—Police Defense Tactics
CJ 223B*—Traffic Planning and Administration
CJ 223C—Criminal Procedure and Evidence
CJ 223D—Police Community Relations

Criminal Justice 113—Introduction to Criminal Justice (3-0) The philosophy and history of Criminal Justice is studied. It includes a survey of police problems and crimes. Organization and jurisdiction of local, state and federal enforcement agencies and a survey of professional qualifications and opportunities.

Criminal Justice 113B—Police Organization and Administration (3-0) The principles of organization, administration and functioning of police departments are studied. This includes personnel policies, operating division policies and command of the department as a whole.

Criminal Justice 113C—Probation and Parole (3-0) This course is designed as an introduction to the many faceted subject of criminal corrections. Through this survey course the student will be exposed

* Non-Core Curriculum Courses

to the historical development of this integral part of today's criminal justice system.

Criminal Justice 123B — Police Role in Crime and Delinquency (3-0) Juvenile criminal behavior will be studied to provide an insight into casual factors, precipitating forces, and opportunities for the commission of criminal or delinquent acts. The techniques, responsibilities, and capabilities of police organization in the area of delinquency prevention will be developed.

Criminal Justice 123C — Patrol Administration (3-0) To acquire a basic philosophy and history of systems dealing with patrol functions, to study the principles of organization and function to the patrol operation so that the students may have an overview of the role of the patrol function in today's society.

Criminal Justice 123D — Criminology (3-0) The study of deviant behavior as it relates to the definition of crime; crime statistics; theories of crime causation; crime typologies.

Criminal Justice 213A—Criminal Investigation (3-0) Theories and concepts of the investigator's role in modern criminal investigation are studied. Basic skills necessary in conduction and investigation, developing sources of information, the collection and preservation of evidence and preparation of reports are developed.

Criminal Justice 213B—Legal Aspects of Criminal Justice (3-0) This course covers a brief history and philosophy of modern law which includes the structures, definition and application of commonly used penal statutes and leading case laws. It also includes a review of the elements of crimes, laws and arrest, search and seizure.

Criminal Justice 213C — Criminalistics (3-1) Theories and concepts of the police laboratory in a modern police department is studied. Training in preservation of evidence; fingerprinting; and other police laboratory equipment is emphasized.

Criminal Justice 223B — Traffic Planning and Administration (3-0) This course is designed to provide the student with an understanding of the magnitude and complexities of the traffic problem. On successful completion he will have a working knowledge of the methods and techniques used by the various agencies to eliminate or to control these problems. This course will enable the student to evaluate any program with which he may come in contact and will also put him in a position to offer constructive criticism and remedies.

Criminal Justice 223C—Criminal Procedure and Evidence (3-0) Introduction to the rules governing the admissibility of evidence and types of evidence; criminal procedure in various courts, review of the Texas Code of Criminal Procedure, including laws or arrest, search and seizure, and leading case laws on each topic.

Criminal Justice 223D—Police Community Relations (3-0) The role of the individual officer in achieving and maintaining positive public response; inter-group relations and public information.

Criminal Justice 223E—Police Defense Tactics (3-3) This course is designed to provide the student an opportunity to acquire knowledge of the art of police defense tactics. Emphasis is placed on firearms, come-along holds, self-defense techniques, baton techniques, search of prisoner techniques, basic exercises, range procedures, and the F. B. I. Pistol course.

Prerequisite: Criminal Justice sophomores in the last semester must be medically qualified for police work. Students provide their own weapons. Ammunition will be furnished by the school. No person with a felony conviction will be allowed to enroll in this class.

Dental Hygiene
8034

This program provides a two-year course of theoretical and professional training at the college level, leading to the degree of Associate in Applied Science in dental hygiene and to the State and National Board examinations for licensure.

The student engages in occupational training to perform clinical services contributing to the maintenance of good oral health. Skills are developed to provide the dentist with the aid which will allow him more time for the treatment of patients. The student will develop a sense of personal responsibility to the dental profession and society.

Twenty-eight places are allotted annually to the candidates whose scholastic and technical aptitudes show the most promise for success in the study of dental hygiene. Considerable weight will be placed on high school and college transcripts and scores on the ACT and the Dental Hygiene Aptitude Test.

Since enrollment in this program is necessarily limited, those applying for admission must make their application directly to the director of this program.

A dental hygiene students cannot continue to the next semester if he/she does not maintin a minimum of a "C" average in each required course and cannot graduate without a minimum of a "C" in every course. A minimum grade of 75 will be required for a "C" in dental hygiene courses.

DENTAL HYGIENE CURRICULUM

Semester I
DH 113R—Dental Hygiene Radiography
DH 114—Oral Anatomy and Physiology
DH 114C—Dental Hygiene Clinic I
BIO 113B—Anatomy and Physiology
BIO 114A—Microbiology

Semester II
DH 122A—Pathology
DH 124C—Dental Hygiene Clinic II
DH 123—Oral Histology and Embryology
BIO 123B—Anatomy and Physiology
CHM 113D—Elementary Chemistry

Summer School I
ENG 113—Composition and Rhetoric
PSY 213—Introduction to Psychology

Summer School II
ENG 123—Composition and Rhetoric
SOC 213—Introductory Sociology

Semester III
DH 211G—Graphic and Audio Visuals
DH 212—Pharmacology
DH 212D—Clinical Nutrition
DH 212H—Community Dental Health I
DH 212P—Periodontology
DH 214—Dental Materials
DH 215C—Dental Hygiene Clinic III

Semester IV
DH 221S—Seminar
DH 225C—Dental Hygiene Clinic IV
DH 223H—Community Dental Health II
SPH 113A—Fundamentals of Speech

Dental Hygiene 113R — Dental Hygiene Radiography (2-3) The course is designed to acquaint the student with the principles of x-ray, accepted x-ray techniques, safety precautions for the patient and operator, and processing and mounting procedures. Bisecting angle and paralleling techniques are demonstrated and practiced with the usage of radiographic surveys incorporated into the total patient treatment plan.

Dental Hygiene 114 — Oral Anatomy and Physiology (2-3) This course is designed to acquaint the student with the normal clinical apearance and functions of anatomical structures of oral cavity, head, and neck.

Dental Hygiene 114C—Dental Hygiene Clinic I (2-6) This course is designed to acquaint the students with the operatory, to teach the theory and principles of instrumentation, and all other supplementary procedures.

Dental Hygiene 122A—Pathology (2-0) This course will enable the student to demonstrate a basic knowledge of pathological terminology, general principles of pathology and diseases of the human body

with terminology, general principles of pathology and diseases of the human body with emphasis on pathological conditions most relevant to the practice of dental hygiene.

Dental Hygiene 124C — Dental Hygiene Clinic II (1-9) Practical application of the principles learned in Clinic I begins with clinical practice on patients. Basic instrumentation principles are practiced and other supplementary procedures are demonstrated and put into practice as students see patients.

Dental Hygiene 123 — Oral Histology and Embryology (3-0) This course is designed to enable the student to identify and understand the microanatomy of the structures of the oral cavity, their development and function.

Dental Hygiene 211G — Graphics and Audio Visuals (1-1) This course will aid the student in understanding the basic principles of planning, design, lay-out, and other audio-visual aids, in order to demonstrate proficient skills in graphics and use of audio-visual equipment.

Dental Hygiene 212 — Pharmacology (2-0) This course will acquaint the student with the basic concepts of pharmacology and its relationship to dentistry.

Dental Hygiene 212D — Clinical Nutrition (2-0) This course will aid the student in understanding the basic concepts and scientific knowledge concerning nutrients and food with specific empahsis on nutrition in dentistry and its effect on the oral and para-oral structures.

Dental Hygiene 212H — Community Dental Health I (2-1) A study of methods and materials used in dental health, including the basic principles of education and the psychology of learning and motivation, with special empahsis on community service projects. This will enable the student to be qualified to serve as a dental health educator to patients in the practice of dental hygiene, teaching in a school system, and in the community.

Dental Hygiene 212P — Periodontology (2-0) This course is designed to enable the student to understand and recognize the anatomy and physiology of the normal periodontium, the etiology of periodontal disease, and preventive periodontal practices.

Dental Hygiene 214 — Dental Materials (3-2) This course will enable the student to satisfactorily identify and understand the properties, manipulation, application and maintenance of The materials used in dentistry.

Dental Hygiene 215C — Dental Hygiene Clinic III (1-13) Application of principles and skills are developed which are learned in Clinic I and Clinic II. Students will demonstrate instrumentation proficiency and supplementary procedures on a specified number of patients.

Dental Hygiene 221S — Seminar (1-10) This course is designed to aid the students in learning how their course work is clinically oriented. Students are also encouraged to discuss clinical problems and situations to which solutions may be found by open discussion.

Dental Hygiene 225C — Dental Hygiene Clinic IV (1-13) A continuation of Clinic III.

Dental Hygiene 223H — Community Dental Health II (2-2) A continuation of Community Dental Health I.

Developmental Studies

Courses numbered lower than 100 will not count toward graduation on an associate degree.

Developmental Studies 093 — Introduction to Natural Sciences (3-0) A developmental course for the non-science major utilizing selected topics of biological science, principally related to the anatomy and physiciology of man programmed, self-paced materials may be utilized to allow students to progress at their own rate. **040091**

Developmental Studies 083 — Introduction to Fine and Applied Arts (3-3) An introductory course designed to give the student a fundamental understanding of the creation and appreciation of diverse modes of communicating ideas and emotions through different mediums, within the context of fine and applied arts. Provision for special activities (special projects, field trips, etc.) will ensure that a culturally heterogeneous student group may concentrate on building upon, learning and sharing expressive experiences unique to the student's cultural heritage. **100091**

Developmental Studies 073 — Developmental Speech (3-0) An introductory course emphasizing structure and different techniques

of presentation, as well as principles and methods of discussion. Designed to identify deficiencies and strengths, and to develop and improve interpersonal skills and the student's ability to communicate through effective speech. **150093**

Developmental Studies 063 — College Study Skills (3-0) Designed for improvement of study systems. Emphasis is placed on high-level study skills and the improvement of time management, effective listening and note-taking, marking texts, learning through media, concentration, retention of information and taking examinations. **150094**

Developmental Studies 053 — Human Development (3-0) A course employing the basic principles of psychology, designed to help the student identify personal strengths and career interests, and to develop those interpersonal skills necessary for functioning in the student's chosen field or vocation. Care is taken to identify and build upon the student's strengths, especially as these are related to diverse cultural and/or native language capabilities, that may help assure success in the student's chosen field or vocation. **200091**

Developmental Studies 043 — Introduction to American Institutions (3-0) An introduction to contemporary American social, economic and political institutions, with emphasis on foundations of civil liberty and the individual's rights and responsibilities relative to equality and citizenship in a free society. **220091**

Drafting
8622

The curriculum in drafting is designed to qualify the student for professional work in the many areas of drafting. Upon completion of the required two-year plan, he receives an Associate-in-Applied-Science Degree.

DRAFTING CURRICULUM

Semester I

DFT 113A — Mechanical Drawing I
DFT 113B — Freehand Drawing
DFT 223E — Electrical Drafting
ENG 113 — Composition and Rhetoric
MTH 113E — Applied Mathematics
PSY 111 — Freshman Orientation

Semester II
DFT 123A—Architectural Drawing
DFT 123B—Mechanical Drawing II
DFT 213D—Descriptive Geometry
ENG 223B—Technical Report Writing
MTH 123E—Applied Mathematics II

Semester III
DFT 213P—Pipe Drafting
DFT 223S—Structural Drafting
DFT 213G—Computer Aided Drafting I
PHY 113D—Industrial Strength of Materials
MTH 113T*—Trigonometry or MTH 113B

Semester IV
DFT 223B—Map Drafting
DFT 223C—Plane Surveying
DFT 223D—Computer Aided Drafting II
SPH 223A—Business & Professional Speaking
Approved Elective**

Drafting 113A—Mechanical Drawing I (2-4) A course designed to cover the basic requirements for an engineering degree with extra emphasis put on drafting skills. The material covered includes lettering, instruments and their use, applied geometry, orthographic freehand and instrument drawings, auxiliary views, sections and conventions, pictorial drawings, dimensions and notes, threads and fasteners, working drawings, charts, graphs and diagrams. Term project—a set of working drawings of a piece of equipment having three or more parts.

Drafting 113B—Freehand Drawing (2-4) A course designed for the draftsman to develop the skill to do good orthographic and pictorial freehand drawings. Air brush techniques, charts, graphs, and diagrams are also included. Several types of pictorial drawings will be studied and practiced, such as Axnometric, (Trimetric, Diametric, Isometric), Oblique, (Cavalier, Cabinet, and projection). Perspective (1, 2, and 3 point perspective and the measuring point method). Pictorial sectional and exploded drawings will be stressed along with product illustration.

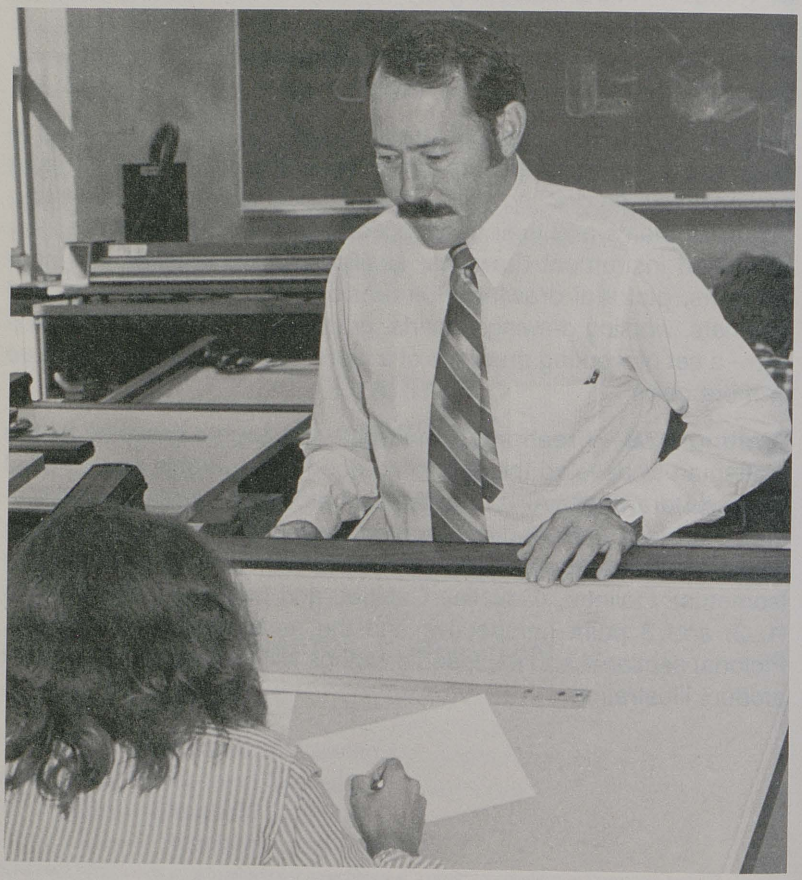
* Student placement in mathematics classes is based upon the results of tests and subjects completed before admission.

** Approved Electives: DFT 223P, MMG 113C, SUR 223B, History and Government

Drafting 123A — Architectural Drawing (2-4) A course in home planning with emphasis on details. A complete set of plans for a one-story home is required with specification requirements.

Drafting 123B — Mechanical Drawing II (2-4) An advanced course in mechanical drawing. A further study into fundamentals such as threads, threaded fasteners, keys, springs, gears, cams, jigs, fixtures, the classification system of steel and other metals, and basic metalworking processes. Emphasis is placed in the use of the Standards, particularly Machine Handbook and the Appendix, to acquaint the student with industrial practice in making details and assembly drawings.

Prerequisite: Drafting 113A or Engineering 112, or consent of the instructor.



Drafting 123R—Drafting for Real Estate Studies (2-2) Interpretation of architectural plans and specifications. Field work including measurements of site and structure and calculations of area/volume therein. Map drafting emphasizing lettering, symbols, scales, lease maps, by coordinants and from surveying notes. Use of the planimeter, calculator, and computer calculations.

Drafting 213D—Descriptive Geometry (2-4) A course involving the principles and application of orthographic projection; space relations of points, lines, and surfaces; the true length of lines in space; space surfaces and intersections and developments; intersections of curved surfaces, cylinders, cones, and spheres; highway, geology and mining problems.

Prerequisite: Drafting 113A or Engineering 112, or consent of instructor.

Drafting 213G Computer Aided Drafting I (2-4) This course is designed for the draftsman desiring a basic understanding of computer aided drafting. The course is presented in a step-by-step informal style that covers general programming instructions for computer aided drafting. Upon completion of the course, the student will be able to write, edit, and execute simple basic programs in computer aided drafting.

Prerequisite: Minimum of 12 semester hours of drafting or consent of the instructor.

Drafting 213P—Pipe Drafting (2-4) This course includes pipe terminology, fitting, flow diagrams, piping design notes and plans, processing equipment, isometric and theory problems with mathematics approach. Reference manufacturers catalogues for data will be used.

Prerequisite: Drafting 113A or Engineering 112, or consent of instructor.

Drafting 223B—Map Drafting (2-4) Map Drafting emphasizing lettering, symbols, scales, lease maps, township maps, highway maps and computations, pipe lines, mapping by coordinates and from surveying notes. Most of the work is in ink, using paper linen and some of the plastics. Some work is done in topography and aerial maps using Edgar Tobin's "Maps for the Oil Industry" as a text. Includes field problems with practical application of surveying instruments. Use of the planimeter, calculator, slide rule and computer calculations.

Drafting 223C—Plane Surveying (2-4) The use and care of surveying instruments, plane surveys with transit, tape, profiles and topography with level, computing cross sections, mapping from notes

and computations, using coordinates, and map making with plane table.

Drafting 223D Computer Aided Drafting II (2-4) This is an advanced computer aided drafting course in which the student's basic knowledge of computer language and operation will be utilized to complete computer aided design problems.

Prerequisite: Drafting 213G or consent of the instructor.

Drafting 223E — Electronic Drafting (2-4) A course designed to cover the basic requirements for electrical and electronic drafting as applied in industry. The material covered includes theory of electronics, schematics, printed circuit boards and wiring diagrams.

Drafting 223P — Advanced Piping Drafting (2-4) This course will begin with advanced isometric spool drawings and solution of rolling ells using Logarithms. Proper dimensioning techniques and a study of the selection and the placement of instrumentation will be covered. Placement, sizing and use of vessels, pumps and compressors will be included as well as a section on advanced plant layout.

Drafting 223S—Structural Drafting (2-4) This course includes the preparation of design and working drawings for buildings, bridges, tanks, towers and other structures. The student will become familiar with materials and design connections to transmit forces from one member to another. Emphasis will be placed on the use of Smoley's Combined Tables and the Manual of Steel Construction.

Prerequisite: DFT 113A or EGR 112 or consent of instructor.

Earth and Space Studies

A student majoring in astronomy, geography, or geology should see a Tyler Junior College counselor for help in completing a course plan.

Astronomy 113 — A Survey of Astronomy (3-0) The main features of the known universe and the principles involved in their discovery. A non-mathematical survey recommended for all students. **191101**

Astronomy 123 — A Survey of Astronomy (3-0) A continuation of Astronomy 113. **191101**

Geography 223 — World Geography (3-0) The earth, its climatic regions; the relation of human activities to physical environments; major cultural divisions and selected regions and countries. **220603**

Geology 114 — General Geology (3-3) Physical geology processes modifying the earth's surface; materials and features of the earth's crust. Laboratory work in cartography, mineralogy, and petrology. **191401**

Geology 124 — General Geology (3-3) Historical geology; the history of the earth through geologic times as revealed by rocks and fossils; the origin and development of plant and animal life. Laboratory work in paleontology. **191401**

Geology 223A — Invertebrate Paleontology (2-2) Invertebrate, phyla; sponges, coelenterate, echinodermata, brachiopods, mollusks, and arthrapods, stratigraphic, and evolutionary paleontology. **191801**

Economics

A student majoring in economics should see a Tyler Junior College counselor for help in completing a course plan.

Economics 213 — Principles of Economics (3-0) An examination of fundamental economic concepts and principles including macro-economic theory — national income, employment, monetary fiscal policy, and international trade. **220401**

Economics 213A — Consumer Economics (3-0) Role of the consumer in the United States economy. Consumer behavior and expenditure patterns, consumption-income relationships, consumer protection and economic analysis of consumer problems. **220404**

Economics 213B — The Rise of Modern Industry (3-0) A study of the forces and events responsible for shaping the evolution of technological change and its effect on modern industrial economy. **220403**

Economics 223 — Economic Problems (3-0) A study of contemporary economic issues and problems including micro-economic theory — value and price determination, revenues and costs, market structure, and income distribution. **220401**

Education

Education 113 — Introduction to Educational Psychology (3-0) An introductory study of mental life and the psychological principles underlying motivation, behavior, individual differences, and the learning processes. **082201**

Education 123 — Introduction to Education (3-0) A brief survey of the general field of education brought out through a study of the evolution of the present-day public school and its practices. **082101**

Electronics
8824

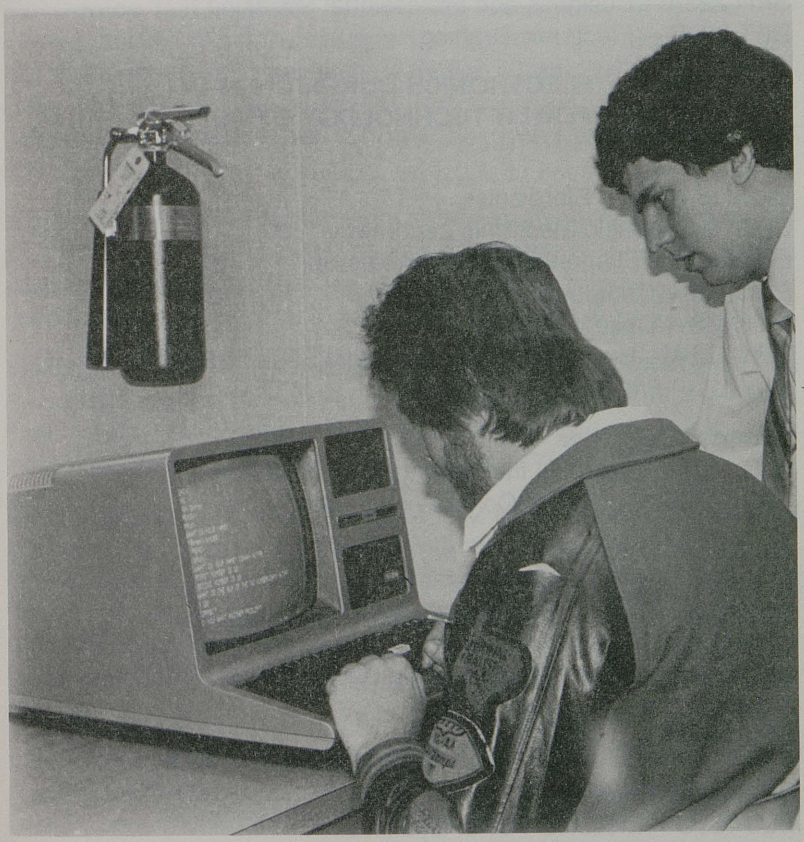
The electronics program, completed in two college years, prepares the student for entry into the electronics industry as a specialist technician, or as an engineer assistant, to work in the field of research and development, or to service and maintain communication

equipment. He is qualified to do calibration and adjustment of automatic control equipment. Upon successful completion of the following program the Associate-in-Applied Science degree is granted.

ELECTRONICS CURRICULUM

Semester I
PSY 111—Freshman Orientation
ELC 113—Basic Electronics
ELC 113L—Basic Electronics Laboratory
ELC 113M—Elementary Circuit Analysis
ENG 113—Composition and Rhetoric
MTH 123E*—Applied Mathematics II

Semester II
ELC 123—Digital Electronics
ELC 123A—Power Distribution & Electromagnetics



* Students may elect to take MTH 113B.

ELC 123L—Advanced Electronics Laboratory
ELC 123M—Advanced Circuit Analysis
CS 213S—Survey of Computing

Semester III
ELC 213A—Digital Computer Fundamentals
ELC 213C—Semi-Conductors Laboratory I
ELC 213T—Basic Communication Systems
EGR 112—Engineering Drawing
PHY 113—Physics Problems
ENG 223B—Technical Report Writing

Semester IV
ELC 223A—Automation and Computers
ELC 223T—Advanced Communication Systems
ELC 223C—Semi-Conductors Laboratory II
SPH 223A—Business and Professional Speaking
DFT 223E—Electronic Drafting

ELECTRONICS CURRICULUM—POWER TECHNOLOGY OPTION

Semester I
ELC 113—Basic Electronics
ELC 113L—Basic Electronic Laboratory
ELC 113M—Elementary Circuit Analysis
ENG 113—Composition and Rhetoric
MTH 113—College Algebra
SPH 223A—Business and Professional Speaking
PSY 111—Freshman Orientation

Summer Semester
ELC 123B—Electrical Instruments and Measurements
ELC 123D—Automatic Controls

Semester II
ELC 123—Digital Electronics
ELC 123A—Power Distribution & Electromagnetics
ELC 123L—Advanced Electronics Laboratory
ELC 123M—Advanced Circuit Analysis
EGR 112—Engineering Drawing
MTH 113T*—Applied Trigonometry

Summer Semester
ELC 123C—Electrical Power Systems
ELC 123E—Operating Problems Analysis

* A more advanced mathematics course may be substituted for MTH 123E.

Semester III
ELC 213A—Digital Computer Fundamentals
ELC 213C—Semiconductors Laboratory I
CS 213S—Survey of Computing
DFT 223E—Electronic Drafting
PHY 113—Physics Problems
ENG 223B—Technical Report Writing

Summer Semester
ELC 223C—Semiconductor Laboratory II
ELC 223G—Power Distribution

Electronics 113—Basic Electronics (3-0) This course is a lecture course designed to introduce the student to basic electronics. Includes numbering systems as related to digital circuits and digital codes.

Electronics 113L—Basic Electronics Laboratory (2-4) This lecture-lab course gives the student the opportunity to experimentally test the theories and theorems related to AC and DC electronic circuits. The students will study the text and have class discussions followed by experiments. Should be taken concurrently with ELC 113M.

Electronics 113M—Elementary Circuit Analysis (3-0) This course teaches the mathematics of DC and AC electronic circuits involving passive components such as resistors, capacitors and inductors. Fundamentals of algebra, trigonometry and j operators are used.

Electronics 113P — Electronics for Petroleum Technicians (2-4) A course designed for petroleum technology majors. It teaches electrical safety, component and circuit concepts, and magnetism, and includes power, protective devices and signal circuits.

Electronics 123—Digital Electronics (2-4) This course is a lecture-lab structured to take the student into advanced digital electronics. Coding and decoding techniques will be discussed as will computer "hardware" applications. Digital-to-analog and analog-to-digital circuits will be explored. Also, multiplexing techniques and registers will be covered. This course prepares the student for microprocessor theory.

Electronics 123A—Power Distribution & Electromagnetics (2-4) A study of the AC and DC application of electromagnetics in the design, construction and control of common industrial machines. Includes motors and generators.

Prerequisite: ELC 113L or consent of the instructor.

Electronics 123B — Electrical Instruments and Measurements (2-4) the mechanics and the science of electrical measurements are given thorough treatment in the course. Starting with basic indicating instruments and continuing through complex integrating devices, both the operating principles and the "hardware" are studied. Range extending devices, rectifiers, bridges, and transformers are used to study metering systems for typical job requirements. Mathematical analysis is used throughout the course. The emphasis is on the mesurement rather than the instrument.

Electronics 123C — Electrical Power Systems (2-4) A study of the design, operation and technical details of modern power distribution, and protection devices. System load analysis, rates, and power economics are studied.

Prerequisite: ELC 113L.

Electronics 123D — Automatic Controls (2-4) This is a beginning course in process control systems as related to electrical power distribution. This course includes analog and digital systems, the mechanical and pneumatic components as well as the electrical.

Electronics 123E — Operating Problems Analysis (2-4) This course is a lecture-lab designed to give the student practical applications of microprocessors for process control on power distribution systems. The student will learn to interface the microprocessor to the outside world. This course is designed for the power distribution co-op student.

Electronics 123L — Advanced Electronics Laboratory (2-4) A lecture-lab designed to give the student experience in working with electronic circuits with both passive and active components. The student will study the text and apply the theories to experiments.

Prerequisite: ELC 113L or consent of the instructor. Should be taken concurrently with ELC 123M.

Electronics 123M — Advanced Circuit Analysis (3-0) This course is an extension of the study of the mathematics related to electronic circuits. Network simplication and theorems are studied as they relate to various circuit configurations. Transistor circuit analysis is studied.

Prerequisitie: ELC 113M or consent of the instructor.

Electronics 213A — Digital Computer Fundamentals (2-4) This course is a lecture-lab designed to introduce the student to the microprocessor. Hardware considerations are covered such as bus structure, memory interfacing, CPU architecture and internal registers and

buffers. As a part of the course, the student can construct an operating microcomputer.

Prerequisite: ELC 123 or consent of the instructor.

Electronics 213C—Semiconductors Laboratory (2-4) This course is a combined lecture-lab designed to acquaint the student with diodes, transistors, op amps, and their accompanying circuits. Electronic test instruments and their application is studied.

Prerequisite: ELC 123L or consent of the instructor.

Electronics 213T — Basic Communication Systems (2-4) This course is a lecture-lab designed to give the student an overview of various communication systems, such as AM, FM, television and microwave. The student studies in depth in the areas of power supplies, oscillators, transmitted audio and video signals, automatic gain circuits, synchronizing circuits and cathode-ray camera and picture tubes.

Prerequisite: ELC 123L or consent of the instructor.

Electronics 223A—Automation and Computers (2-4) This course is a lecture-lab designed to give the student practical applications of microprocessors for process control. The student will learn to interface the processor to the outside world. Topics covered include instruction codes, transducers, interfacing techniques, and machine language programming. Successful completion of this course implies a thorough knowledge of microprocessor systems, both in theory and in hands on experience.

Prerequisite: ELC 213A or consent of the instructor.

Electronics 223C — Semiconductors Laboratory (2-4) This course is a lecture-lab designed to familiarize the student with operational amplifiers and other linear integrated circuits. The student will gain hands-on experience in designing, constructing and using op-amp circuits and other related circuits. Several of the many uses of op-amps are explored in depth.

Prerequisite: ELC 123L or consent of the instructor.

Electronics 223G—Power Distribution II (2-4) A study of electrical power generation, transmission and distribution, including equipment protective devices, voltage regulation and personal safety. Primarily a course for students in the electrical power program. A Hampden Power Simulator is used in this course.

Prequisite: ELC 123A or consent of the instructor.

Electronics 223T — Advanced Communication Systems (2-4) This is a lecture-lab course in advanced communications. Subjects relate to AM, FM, television and microwave. The student is given the opportunity to experimentally study RF tuners, IF amplifiers, video circuits, color television, vestigual sideband, antennas, transmission lines and cable distribution systems.

Prerequisite: ELC 213T or consent of the instructor.

Engineering

The engineering program in Tyler Junior College is designed to meet the needs of the first two years of a four or five year engineering degree program.

Colleges and universities no longer allow college algebra and college trigonometry to apply toward a degree in engineering. In order for a student to follow a four year program for a degree in these fields, it is desirable that the student take Calculus I with analytic geometry (Mathematics 213A) the first semester of the freshman year.

It is recommended that all engineering majors, except those with an unusually strong background in high school mathematics, take college algebra (Mathematics 113A) and plane trigonometry (Mathematics 113B) during the summer prior to the first semester of the freshman year. This should be done to provide an adequate background for calculus with analytic geometry

A grade of C or better should be earned in order to continue in sequential mathematics courses.

Engineering 111 — Introduction to Engineering (1-0) Conferences, lectures and discussions intended to introduce students to the fields and opportunities within the scope of professional work. **090101**

Engineering 121 — Engineering Analysis (1-0) Introduction to engineering analysis affording practice in analyzing and solving engineering problems including computational methods and devices. **090102**

Engineering 112 — Engineering Drawing (2-2-2) Lettering, freehand and instrument drawings, shape and size description, pictorial drawings, charts and graphs, line value and lettering to be stressed through the course.

Two lectures, two hours of supervised drafting, and two hours of home work per week. **090103**

Engineering 122 — Descriptive Geometry (2-2-2) Auxiliary and oblique views, point, line and plane problems. Development, intersection, highway, geology, and mining problems with emphasis on line value and proper lettering throughout the course.

Two lectures, two hours of supervised problems, and two hours of home work per week.

Prerequisite: Engineering Drawing and Solid Geometry or Trigonometry. **090104**

Engineering 213 — Engineering Mechanics (3-0) Newton's laws, work-energy and impulse-momentum principles for particles; force resultants, introductory rigid body statics. Recommended some physics background.

Prerequisite: Credit or registration for Mathematics 213B. **092102**

Engineering 223A — Engineering Mechanics (3-0) Newton's laws, work-energy, impulse-momentum principles for rigid bodies static and dynamic friction.

Prerequisite: Engineering 213 and Mathematics 213B. **092103**

English

A student majoring in English should see a Tyler Junior College counselor for help in completing a course plan.

English 111R — Reading Laboratory (1-2) A course designed to help students improve their proficiency in reading comprehension and rate, word recognition and vocabulary development necessary to pursue college-level academic work. **150091**

English 111W — Writing Laboratory (1-2) A course designed to identify deficiencies and improve writing skills necessary for the student to pursue college-level academic work. **150092**

English 113 — Composition and Rhetoric (3-0) The development of the student's ability to think for himself and to express his thoughts in correct, clear language. Directed study of rhetorical principles through reading types of composition.

Prerequisite: credit in English 113E or qualifying ACT/SAT-TSWE scores. **150102**

English 113D — Advanced Reading (3-0) This course emphasizes the development of basic comprehension skills in reading. It is de-

signed for students who desire increased reading skills. Training is given in overcoming the weakness of individual students and in increasing the speed of reading. **150101**

English 113E — Developmental English (3-0) A course for the improvement of written and oral communication with emphasis on the fundamentals of grammar, sentence structure, and paragraph construction. Comparison and analysis of similar elements in different works of literature.

Required of students who do not present qualifying ACT/SAT-TSWE scores. **150101**

English 123 — Composition and Rhetoric (3-0) Further training in thinking and the ordering of thoughts by the study of literature, Directed study in techniques of writing a research paper.

Prerequisite: English 113. **150102**

English 213 — World Literature (3-0) A study of the masterpieces of Western world literature, from Homer through the Renaissance. Advanced composition.

Prerequisite: English 123. **150201**

English 213A — Survey of Short Fiction (3-0) A course of short fiction selections with emphasis on analytical compositions. Advanced composition and literature.

Prerequisite: English 123. **150305**

English 213N — Great Books (3-0) Selected readings from Greek literature, Plutarch's Roman Lives, Dante's Inferno, a Shakepeare play, a Russian novel or a French novel, and other great works of Western literature.

Prerequisite: English 123. **150306**

English 223 — World Literature (3-0) A study of the masterpieces of Western world literature, from the Neoclassic period to the twentieth century. Advanced composition, including a formal research paper.

Prerequisite: English 123. **150201**

English 223B — Technical Report Writing (3-0) Technique of verbal efficiency in such types of business letters as job applications and resumes, with stress on methods of writing various types of engineering and scientific reports, including the gathering and organization of material to be presented in oral and/or written form. Required in technological and engineering plans.

Prerequisite: English 113. **150702**

Farm and Ranch Management

5025

Many of the agriculture operations in the East Texas area are a combination of farming and ranching. This two-year program is designed for the student who is interested in farming and ranching or agricultural business as a career.

Both technical knowledge and management skills will be emphasized to prepare the graduate for a career in farm and ranch management, agriculture sales, agriculture marketing, or agricultural management.

Students successfully completing this two-year program are awarded the Associate-in-Applied Science Degree.

FARM AND RANCH MANAGEMENT CURRICULUM*

Semester I

ENG 113 — Composition and Rhetoric
RMG 113 — Principles of Soil Management
RMG 113C — Farm Buildings & Construction
RMG 123A — Agri Economics & Finance
RMG 223C — Principles of Agriculture Marketing
PSY 111 — Freshman Orientation

Semester II

ENG 223B — Technical Report Writing
RMG 113A — Principles of Animal Husbandry
RMG 123D — Farm Power Machinery
RMG 123F — Principles of Feed Production
RMG 123G — Farm & Ranch Appraising

Summer Semester I

RMG 116S — Ranch Training On-The-Job

Semester III

MTH 113E — Applied Mathematics
RMG 213 — Principles of Agriculture Sales
RMG 213A — Livestock Rations

* Suggested Electives: Biology 114C, Biology 124B, Government, History, Psychology 223, Sociology 213, Business Administration 113T.

RMG 214 — Farm Shop
RMG 223 — Animal Health

Semester IV

SPH 223A — Business & Professional Speaking
RMG 223A — Farm & Ranch Records
RMG 223B — Principles of Beef Cattle Production
RMG 223D — Principles of Livestock Reproduction
RMG 223E — Farm Shop II

Ranch Management 113 — Principles of Soil Management (3-6) A general study of methods and problems in pasture management, care of pastures and meadows, silage and hay production. Types of soil, objectives in soil management and its relationship to natural and introduced grasses and legumes are also covered.

Ranch Management 113A — Principles of Animal Husbandry (3-6) A study of the problems connected with types and breeds, market classes and grades of farm animals. Basic phases of feeding, breeding and production are presented. Cooperating farm herds will be used for laboratory practices.

Ranch Management 113C — Farm Buildings and Construction (2-4) An introduction to construction of farm buildings, fences, corrals and feedlots, including basic skills in farm carpentry, concrete, electricity, masonry, and plumbing. Problems in design, planning, and construction will be covered in each area.

Ranch Management 123A — Agriculture Economics and Finance (3-0) An introduction to economic problems related to agriculture at the farm and ranch as well as the national level. The field of agriculture economics and its relationship to other sciences. Applications of borrowed capital to farm and ranch operations requirements for making a loan, methods of determining loan needs of farmers. Lending agencies and their policies in regard to farm loans, budgeting incomes to facilitate repayment of loans, and the cost of using borrowed capital.

Ranch Management 123D — Farm Power Machinery (2-4) Operation, adjustment, and service of farm engines and tractors. Adaptability, selection, economic utilization, construction, operation and adjustment of the principle tillage, planting, cultivating, harvesting, and feed processing machines.

Ranch Management 123F — Principles of Feed Production (3-6) A study of the production, harvest practices, storage and use of cereal and feed grains, fiber crops, forage and other related crops.

Special emphasis will be placed on pasture grases; both summer and winter.

Ranch Management 123G — Farm and Ranch Appraising (2-2) A course designed to develop an understanding of the principles and methods of appraising farm and ranch property. In addition to land, emphasis will be placed on appraising farm homes and buildings, equipment, machinery and improvements.

Ranch Management 116S — Ranch Training On-The-Job (3-37) Students will be required to work on a ranch or in an agri-business related form in the local area, during six-weeks of the summer months, on a co-op basis between the college and employer. Students will attend classes three hours a week to discuss problems, new ideas, and innovations that have occurred during the regular working day. The on-the-job training program will be supervised by the instructor as well as their immediate supervisor at each place of employment.

Ranch Management 213 — Principles of Agriculture Sales (3-0) Basic principles of personal salesmanship are covered, with a study of methods, problems and duties of a salesman. The sale of feed, fertilizer, machinery and agriculture related products will be covered.

Ranch Management 213A — Livestock Rations and Application (3-6) A basic course in the study of feed materials, their relative values and adaptibility for various types of livestock, including nutrient requirements, balancing and formulating rations, plus methods of feeding farm animals.

Ranch Management 214 — Farm Shop (3-6) A practical application of basic knowledge and practice in farm machinery repair, maintenance, welding, metal work and general farm shop.

Ranch Management 223 — Animal Health (3-6) The broad field of animal health will be treated under topics such as internal and external parasites, principal diseases of livestock, their importance, identification and control handling of diseased animals, working with the veterinarian, and preventive livestock medicine. Students will study basic anatomy and physiology of farm amimals.

Ranch Management 223A — Farm and Ranch Records (3-0) A fundamental study of the principles of farm bookkeeping, such as farm inventory, the farm/ranch budget, the process of accounting, the analysis and interpretation of farm records. A complete set of farm and ranch accounts will be developed by each student.

Ranch Management 223B — Principles of Beef Cattle Production (3-6) A general practice of beef production relating mainly to

farm and ranch marketing problems of the East Texas area including the various beefcattle systems, handling, fitting, showing and breed associations. Participating ranches will serve as laboratories.

Ranch Management 223C — Principles of Agricultural Marketing (3-3) A course designed to give basic knowledge of market grades of cattle, market trends, types of markets, cattle futures market, and certain buying and selling techniques for various classes of livestock.

Ranch Management 223D — Principles of Livestock Reproduction (3-6) An approach to reproductive processes in farm animals. Study includes hormones, estros cycles, ovulation, gestation, pregnancy testing sperm physiology, collection and storage of semen, causes of sterilization in females and males.

Ranch Management 223E — Farm Shop II (1-4) Advance techniques in Arc, Oxy-Acetylene and shielded Wire Welding. The Utilization of application of agricultural mechanics methods, practice and skills in the design and construction of advanced projects for farms and ranch use.

Fashion Merchandising
5623

The fashion merchandising curriculum combines lecture and laboratory classes and on the job experience in an effort to prepare the student for a career in the areas of merchandising, fashion coordination, display, marketing, middle management or sales. Any person selecting fashion merchandising as a major will enroll in a fashion development training course each semester. This seminar course corresponds to the twenty hours a week of on the job training required of each fashion merchandising major. Persons who may have an interest but do not wish to major in fashion merchandising may take any course other than the fashion development classes. We encourage any person who might be interested in fashion to enroll.

FASHION MERCHANDISING CURRICULUM

Semester I

ENG 113—Composition and Rhetoric
HE 113F—Textiles and Construction
FM 113—Introduction to Fashion Merchandising
FM 113A—Fashion Development, Training I
FM 113B—Fashion Color, Line, Design
PSY 111—Freshman Orientation

Semester II
SPH 113A—Fundamentals of Speech
ENG 223B—Technical Report Writing
MMG 223—Salesmanship
FM 123—Fashion Marketing
FM 123A—Fashion Development Training II

Semester III
MMG 113S—Small Business Management
or
BA 113B—Introduction to Business
MMG 113B—Principles of Management
FM 213—Promotion in Fashion Sales
FM 213A—Fashion Development Training III
CS 123C—Management Computer Use

Semester IV
FM 223—Fashion Buying and Merchandising
FM 223A—Fashion Development Training IV
FM 223B—Retail Mathematics
MMG 123B—Personnel Management
Approved Elective

Suggested Electives: HE 123B, MMG 113C, MMG 223R, BA 113A, History, Government, Economics, Psychology and Sociology.

Fashion Merchandising 113—Introduction to Fashion Merchandising (3-0) This course is intended as an overview of the fashion industry. It includes a study of the people, the procedures, and the concepts unique to the fashion business. The course will stress the importance personal image plays in the industry as well as introducing the student to the major designers, current trends in fashion, the menswear industry, and the concepts of style show production. Individual personal grooming and basic concepts of modeling are included.

Fashion Merchandising 113A—Fashion Development Training I (1-20) This seminar meets one hour per week and will give the student an opportunity to discuss and seek answers to problems he or she has encountered in the required twenty hour a week fashion related job. This work station, when approved by the fashion merchandising instructor, will serve as laboratory work for the student.

Fashion Merchandising 113B—Fashion Color, Line, Design (3-0) This course is designed to give the student a thorough knowledge of fashion design, history, silhouette, color, and accessories. In addition, the student will develop a working fashion vocabulary, and grasp an overview of the area of fashion design.

Fashion Merchandising 123 — Fashion Marketing (3-0) This course is designed to present a picture of the development and present status of our marketing system, to analyze the marketing task, and to examine the major policies that underlie the various activities of fashion marketing institutions.

Fashion Merchandising 123A—Fashion Development Training II (1-20) This seminar meets one hour per week and will give the student an opportunity to discuss and seek answers to problems he or she has encountered in the required twenty hour a week fashion related job. This work station, when approved by the fashion merchandising instructor, will serve as laboratory work for the student.

Fashion Merchandising 213 — Promotion in Fashion Sales (3-2) The main emphasis of this course is exposure to the processes and actions that promote the sale of merchandise, how they work and how to evaluate them. A working knowledge of fashion advertising, interior and exterior display, fashion publicity, and special events will be gained. Field trips and guest lecturers will supplement this course.

Fashion Merchandising 213A — Fashion Development Training III (1-20) This seminar meets one hour per week and will give the student an opportunity to discuss and seek answers to problems he or she has encountered in the required twenty hour a week fashion related job. This work station, when approved by the fashion merchandising instructor, will serve as laboratory work for the student.

Fashion Merchandising 223—Fashion Buying and Merchandising (3-0) This course offers a detailed study of the organizational structure of buying, the external sources of buying information, the fundamentals of effective purchasing, and the buyer's role in planning.

Fashion Merchandising 223A — Fashion Development Training IV (1-20) This seminar meets one hour per week and will give the student an opportunity to discuss and seek answers to problems he or she has encountered in the required twenty hour a week fashion related job. This work station, when approved by the fashion merchandising instructor, will serve as laboratory work for the student.

Fashion Merchandising 223B — Retail Mathematics (3-0) This course is a detailed study of mathematical functions which are required of a buyer. It gives the student an understanding of the application of mathematical computations used in particular buying situations. Course content includes study in the following areas: components of each basic profit factor, profit and loss statements, the retail method of inventory, retail pricing, markup principles, markdown principles, averaging invoice mathematics, terms of sale, dollar

planning and control (open-to-buyer, stock to sales ratio, stock turn, planned sales, planned stocks), and a complete study of retail terms used in the market. This course should be taken concurrently with FM223.

Fire Protection Technology 6821

This two-year program leads to the Associate-in-Applied Science Degree in fire protection technology and is in accordance with public law and sets forth approved or certified courses as approved by the Commission on Fire Protection. This commission is composed of representatives of the Texas Education Agency and the Coordinating Board.

FIRE PROTECTION TECHNOLOGY CURRICULUM

Semester I
FPT 113—Fundamentals of Fire Protection
FPT 113A—Industrial Fire Protection I
ENG 113—Composition and Rhetoric
FPT 113H—Fire Science Chemistry I
MTH 113E*—Applied Mathematics I

Semester II
FPT 123—Fire Protection Systems
FPT 123A—Fire Prevention
FPT 123B—Industrial Fire Protection II
FPT 123H—Fire Science Chemistry II
SPH 223A—Business and Professional Speaking

Semester III
FPT 213—Fire Administration I
FPT 213A—Building Codes and Construction
FPT 213B—Fire and Arson Investigation
ENG 223B—Technical Report Writing
GOV 223—American State Government
Approved Elective**

Semester IV
FPT 223—Hazardous Materials I
FPT 223A—Fire Administration II

* Student placement in mathematics classes is based upon the results of tests and subjects completed before admission.

** Approved Electives: FPT 113B, FPT 113C, FPT 113D, FPT 113E, 113F, FPT 113G, FPT 223C, (FPT: Fire Protection Technology)

FPT 224B—Fire Fighting Tactics and Strategy
Approved Elective*
Free Elective**
Free Elective**

Fire Protection 113—Fundamentals of Fire Protection (3-0) This course incudes the history and philosophy of fire protection; review of statistics of loss of life and property by fire; introduction to agencies involved in fire protection; current legislative developments and career orientation; recruitment and training for fire departments; position classification and pay plans; employee organizations; a discussion of current related problems and review of expanding future fire protection problems.

Fire Protection 113A — Industrial Fire Protection I (3-0) This course covers specific concerns and safeguards related to business and industrial organizations, a study of industrial fire brigade organization and development, plant lay-out, fire prevention programs, extinguishing factors and techniques, hazardous situations and prevention methods, and gaining cooperation betwen the public and private fire department organizations. It also includes a study of elementary industrial fire hazards in manufacturing plants.

Fire Protection 113B—Fire Safety Education (3-0) This is a survey of physical, chemical, and electrical hazards and their relationship to loss of property and/or life. It includes a study of codes, laws, problems, and cases and a detailed examination and study of the physical and psychological variables related to occurrence of casualties. Safe storage, transporation and handling techniques are stressed to eliminate or control potential risks.

Fire Protection 113C — Advanced Fire Loss Statistical Systems (3-0) An in-depth study of computerized systems that may be utilized for storing and retrieval of fire loss statistics; also techniques and procedures for programming various types of records and reports valuable to the fire service. Exploration of the new systems of microfilming including the modern technology of COM (Computer Output Microfilm) and the systems utilizing microfiche, including reduction ratios and various type readers. A review of standards for the uniform coding for fire protection as developed by the NFPA in pamphlet 901 and 901AM.

Fire Protection 113D — Fire Insurance Fundamentals (3-0) The relationships between fire defenses, fire losses, and insurance rates are studied. Basic insurance principles, fire loss experience, loss

* Student placement in mathematics classes is based upon the results of tests and subjects completed before admission.

** Free electives: History 213, History 223, Government 213, Psychology 213, Mathematics 113*

ratios, state regulations of fire insurance, key rate system, applying the I. S. O. grading schedule and other topics are stressed. Relationship of insurance to modern business principles of property and casualty insurance contracts; corporate structure of insurance companies.

Fire Protection 113E — Legal Aspects of Fire Protection (3-0) A study of legal rights and duties, liability concerns and responsibilities of the fire department while carrying out their duties. Introduction and basic concepts of civil and criminal law, the Texas and Federal judicial structure, and cities liability for acts of the fire department and fire prevention bureaus. An in-depth study of various cases concerning fire fighters, fire departments, and municipalities.

Fire Protection 113F — Fire Service Communications (3-0) The development of fire alarm systems, the various types of systems, installation, operation and testing of the most common systems; receiving, dispatching, and radio communication procedures; F. C. C. regulations, the fire alarm operations office, mutual aid systems, fire station communications and facilities, response and fire ground procedures, emergency operations, code and numbering systems, required records and reports; technological advances.

Fire Protection 113G — Urban Fire Problem Analysis (3-0) Intensive study of the urban fire problem. Problems covered by lack of zoning and other land use laws. Operation research techniques, and systems engineering are utilized as analytic procedures for the technologcial assessment of the public fire protection, including water supply, fire alarm, and fire department traditional assessment methods and urban analysis. Socioeconomic and management factors as related to city planning. Environment problems incurred should be studied in-depth.

Fire Protection 113H — Fire Science Chemistry I (3-0) To provide the student of fire science with a basic understanding of inorganic and organic chemistry.

Fire Protection 123 — Fire Protection Systems (3-0) Study of the required standard for water supply; special hazards protection systems; automatic sprinklers and special extinguishing systems; automatic signaling and detection systems; rating organizations and underwriting agencies.

Fire Protection 123A — Fire Prevention (3-0) The objectives and views of inspections, fundamental principles, methods, techniques, and procedures of fire prevention administration; fire prevention organization; public cooperation and image, recognition of fire hazards; insurance problems and legal aspects; development and implemen-

tation of a systematic and deliberate inspection program. Survey of local, state, and national codes pertaining to fire prevention and related technology; relationship between building inspection agencies and fire prevention organizations. Engineering as a solution to fire hazards.

Fire Protection 123B—Industrial Fire Protection II (3-0) Development of fire and safety organizations in industry; relation between private and public fire protection organizations; current trends, deficiencies and possible solutions for industrial fire problems; role of insurance and other special organizations; an in-depth study of specific industrial processes, equipment, facilities and work practices to understand the potential hazards and techniques to detect and control such hazards. Field trips to selected plants and demonstrations of new techniques, equipment and innovations.

Fire Protection 123H — Fire Science Chemistry II (3-0) A continuation of FPT 113F with a strong emphasis on the nature, reactions, and hazards of chemicals encountered in fire fighting.

Prerequisite: FPT 113H.

Fire Protection 213—Fire Administration I (3-0) An in-depth study of the organization and management as related to a fire department including budgeting, maintenance of records and reports, and management of fire department officers. Personnel administration and distribution of equipment and personnel and other related topics, including relation of various government agencies to fire protection areas. Fire service leadership as viewed from the company officer's position.

Fire Protection 213A — Building Codes and Construction (3-0) Fundamental consideration and exploration of building construction and design with emphasis on fire resistance of building materials and assemblies, exposures, and related data focused on fire protection concerns; review of related statutory and suggested guidelines, both local and national in scope. Review of Model Building Codes and Life Safety Code.

Fire Protection 213B—Fire and Arson Investigation (3-0) A study of the detection of arson, investigation techniques, case histories, gathering and preserving of evidence; preparing for a court case; selected discussion of laws, decisions and opinions; kinds of arsonists, interrogation procedures, cooperation and coordination between fire fighters and arson investigators and other related topics.

Fire Protection 223—Hazardous Materials I (3-0) Study of chemical characteristics and behavior of various materials that burn or

react violently related to storage, transportation, handling hazardous materials, i.e., flammable liquids, combustible solids, and gases. Emphasis on emergency situations and most favorable methods of handling fire fighting and control.

Fire Protection 223A — Fire Administration II (3-0) Study to include insurance rates and ratings, preparation of budgets, administration and organization of training in the fire department; city water requirements, fire alarm and communications systems; importance of public relations, report writing and record keeping; measurements of results, use of records to improve procedures, and other related topics; legal aspects relating to fire prevention and fire protection with stress on municipal and state agencies; design and construction of fire department buildings.

Fire Protection 223C — Hazardous Materials II (3-0) Hazardous materials covering storage, handling, laws, standards, and fire fighting techniques associated with chemicals, gases, flammable liquids, corrosives, poisons, explosives, rocket propellants and exotic fuel, radio-active materials. The formation of toxic fumes and health hazards is also stressed. Ignition and combustion characteristics of gases, liquids, and solids related to free-burning fire and explosion phenomena. Familiarization with radiological instruments, human exposure to radiation, decontamination procedures, common uses of radio-active materials and operational procedures.

Prerequisite: Chemistry 113.

Fire Protection 223B — Fire Fighting Tactics and Stragegy (3-0) Essential elements in analyzing the nature of fire and determining the requirements. Efficient and effective utilization of manpower, equipment and apparatus. Emphasis to be placed on pre-planning, study of conflagration problems, fire ground organization problem solving related to fire ground decision making and attack tactics and strategy. Use of Mutual Aid and large scale command problems.

Foreign Language

A student majoring in foreign language should see a Tyler Junior College counselor for help in completing a course plan.

French 113-123 — Conversational French (3-0) For students who have never studied French. Conversational approach including fundamentals of grammar, readings, and emphasis on oral and written composition. **110204**

French 114—Beginner's French (3-2) Drill in the pronunciation and the grammar of the French lanugage with written exercises, dictation and conversation in French. **110201**

French 124—Composition and Reading (3-2)

Prerequisite: French 114 or two admission units in French from high school. **110201**

French 213-223—Oral Expression, Reading & Composition (3-0) Outside readings assigned from French masters.

Prerequisite: French 124 or three or four admission units in French from high school. **110202**

Spanish 113-123—Conversational Spanish (3-0) For students who have never studied Spanish. Conversational approach including fundamentals of grammar, readings, and emphasis on oral and written composition. **110504**

Spanish 113B-123B—Spanish for the Bilingual (3-0) For Spanish-speaking students to formalize the oral tradition, to introduce Spanish literature, and to give special attention to English interference in Spanish.

Prerequisite: ability to speak Spanish, consent of instructor.

Spanish 211 — Conversational Spanish (1-0) The aim of this course is the development of the student's ability to speak the language. Idiomatic expressions, such as are used in daily speech, and conversation in the language will be stressed.

Prerequisite: approval of instructor. **110505**

Spanish 221 — Conversational Spanish (1-0) A continuation of Spanish 211.

Prerequisite: approval of instructor. **110505**

Spanish 114—Beginner's Spanish (3-2) Drill in the pronunciation and the grammar of the Spanish language with written exercises, dictation and conversation in Spanish. **110501**

Spanish 124—Composition and Reading (3-2)

Prerequisite: Spanish 114 or two admission units in Spanish from high school. **110501**

Spanish 213-223 — Oral Expression, Reading & Composition (3-0) Outside readings assigned from Spanish masters.

Prerequisite: Spanish 124 or three or four admission units in Spanish. **110502**

German 113-123—Conversational German (3-0) For students who have never studied German. Conversational approach including fundamentals of grammar, readings, and emphasis on oral and written composition. **110301**

German 114 — Beginner's German (3-2) Drill in the pronunciation and the grammar of the German language with written exercises, dictation and conversation in German. **110301**

German 124—Composition and Reading (3-2)

Prerequisite: German 114 or two admission units in German from high school. **110301**

German 213-223 — Oral Expression, Reading and Composition (3-0) Outside readings assigned from German masters.

Prerequisite: German 124 or three or four admission units in German. **110302**

Government

A student majoring in government should see a Tyler Junior College counselor for help in completing a course plan.

Government 213—American Government (3-0) A functional study of the American constitutional governmental system, of the origins, developments and present-day problems of the national government, of the rights, privileges and obligations of citizenship.

Prerequisite: Sophomore standing. **220701**

Government 223—American State Government (3-0) The nature, organization, and general principles of local government in the United States, with special attention to these forms in Texas; the judicial, legislative and administrative functions in federal and state government; financing governmental activities. This course meets the legislative requirements for teacher certification.

Prerequisite: Sophomore standing. **220701**

Graphic Communications
8623

Students successfully completing this program receive the Associate-in-Applied Science Degree.

This is a two year post high school technical program designed to meet the needs of the student desiring to enter the field of communications graphics and commercial photography. The course of study is designed to give the student a well-rounded knowledge of illustration, communications graphics, and the commercial photography used in advertising and photography fields.

GRAPHIC COMMUNICATIONS CURRICULUM

Semester I
GC 113—Basic Photography
GC 113A—Basic Graphics
GC 213A—Photographic Reproduction
ENG 113—Composition and Rhetoric
MTH 113*—College Algebra
PSY 111—Freshman Orientation

Semester II
GC 123—Advanced Photography
GC 123B—Reproduction Layout and Design
GC 223—Studio Photography
ENG 223B—Technical Report Writing
MTH 113T*—Applied Trigonometry or MTH 113B

Semester III
GC 213—Commercial Photography
GC 213C—Color Principles I
GC 223A—Graphic Reproduction
SPH 223A—Business and Professional Speaking
Approved Elective**

Semester IV
GC 223B—Commercial Advertising Technician
GC 223C—Color Principles II
GC 223D—Commercial Photography II
PSY 223—Applied Psychology
Approved Elective**

Graphics Communications 113 — Basic Photography (2-4) A course designed to cover the basic requirements of photography, including use of camera, film development, and print making. Credit cannot be given for both GC 113 and Journalism 123P.

* Student placement in mathematics classes is based upon the results of tests and subjects completed before admission.

** Approved Electives: History, Government, ART 113D, Chemistry 114, MMG 223B and MMG 113S.

Graphic Communications 113A — Basic Graphics (2-4) A course designed to present basic principles of graphic design and layout. Introduction to the basic elements of art work and procedures in preparation of the images used for graphic reproduction.

Graphic Communications 123 — Advanced Photography (2-4) A continuation of Graphic Communications 113 employing advanced applications in lighting, exposure and processing of sensitized materials and their controls. Zone system sensitometric procedures are introduced. Camera techniques are perfected to achieve professional quality in black and white photography. Introduction to the method and techniques employed in the preparation of the students' portfolio.

Prerequisite: GC 113 or consent of instructor.

Graphic Communications 123B — Reproduction Layout and Design (2-4) A course designed to cover the basic principles of planning, design, layout, and other art work procedures in preparation for the images used in photo-conversion for graphic arts.

Prerequisite: GC 113A or consent of instructor.

Graphic Communications 213 — Commercial Photography (2-4) A course designed to give the student the technical aspects and working knowledge of the techniques employed in the field of commercial photography. Emphasis is placed in areas of: fashion, architectural, industrial and advertising photography using large format cameras. Provides the student an opportunity to prepare a portfolio of a variety of commercial photographs for evaluation.

Prerequisite: Advanced Photography 123 or consent of instructor.

Graphic Communications 213A — Photographic Reproduction (2-4) A course designed to present the basic methods of converting camera-ready images to the complete, printed page. Covering the basic requirements of camera, masking, plate preparation, and basic reproduction processes.

Prerequisite: GC 113A or concurrent enrollment or consent of instructor.

Graphic Communications 213C — Color Photography I (2-4) An introduction to the theories and practices employed in modern color photography. This course deals with photographic methods of producing color reproductions from the original subject utilizing both slide/transparency and color negative films. Concentrated practice is given in exposure, processing, and printing of color negatives.

Prerequisite: GC 113, GC 123 or consent of instructor.

Graphic Communications 223 — Studio Photography (2-4) Advanced use of lighting and composition of studio portraiture and photography.

Prerequisite: GE 123 or consent of instructor.

Graphic Communications 223A — Graphic Reproduction (2-4) A course that will introduce the procedures of advanced color registration printing, special materials handling and general shop operations, as well as the introduction to four color printing process.

Prerequisite: GC 213A or consent of instructor.

Graphic Communications 223B — Commercial Advertising Technician (2-4) A course designed to introduce the student to modern commercial advertising techniques using the principles and procedures employed both in graphic arts and photography. Emphasis is placed on the design, layout and reproduction of high quality color imagery as applied to commercial ads found in magazines, books and other types of professional publications.

Prerequisite: GC 213A and GC 213C.

Graphic Communications 223C — Color Principles II (2-4) Advanced instruction in color evaluation procedures and specialized processes are stressed. Color sensitometry and process control procedures are introduced. Practical applications are emphasized in printing of color slides/transparencies, utilizing both direct and indirect methods.

Prerequisite: GC 213C or consent of instructor.

Graphic Communications 223D — Commercial Photography II (2-4) A course designed for the serious photography student to provide additional experience and expertise in the commercial field and is a continuation of commercial photography 213. Large format color imagery and their reproduction techniques employed in the layout of commercial ads and publications are stressed. The student will be expected to finalize and present an extensive portfolio of his/her work from throughout the course for evaluation.

Prerequisite: Commercial Photography 213.

History

A student majoring in history should see a Tyler Junior College counselor for help in completing a course plan.

History 113—A Survey of British History Through 1660 (3-0) This course introduces the student to the successive developments in British history, institutions, and civilization. Lectures and reading assignments acquaint the student with the Anglo-Saxon legal system, the Norman Conquest, and Feudalism; the Medieval Church; the Development of Parliament; and emphasizes the emergence of Modern Great Britain and the Tudor and early Stuart periods. **220505**

History 113A — Western Civilization in Medieval Times (3-0) A standard western civilization-cultural development survey course in the cultural, political, and institutional development of the nations of Europe from antiquity to the renaissance. **220504**

History 123—A Survey of British History Since 1660 (3-0) Commencing with the Stuart restoration, this acquaints the student, through lectures and reading assignments, with the development of British democratic philosophy; the emergence of Britain as a world power in the seventeenth century the loss of the first Empire; the fight for survival against Napoleon; the growth of the second Empire; Britain's decline as an imperial power; and traces the development of the modern liberal British state. **220505**

History 123A—Western Civilization in Modern Times (3-0) Continuation of History 113A. A standard western civilization-cultural development survey course in the cultural, political, and institutional development of the nations of Europe from the renaissance to modern times. **220504**

History 213—History of the United States (3-0) A general survey of the history of the United States from the era of discovery through the Civil War. **220501**

History 223—History of the United States (3-0) A general survey of the history of the United States from Reconstruction to the present time. **220501**

History 223A — The Civil War and Reconstruction (3-0) The causes, course, and results of this sectional struggle in the United States. Formation of the Confederacy, military campaigns, and Reconstruction. **220552U**

History 223T — Texas History (3-0) A history of Texas from the Spanish period to the present day. Stress is placed upon the period of Anglo-American settlement, the revolution, the republic, and the development of the modern state. **220502**

Home Economics

A student majoring in home economics should see a Tyler Junior College counselor for help in completing a course plan.

Home Economics 113A—Principles of Food Selection and Preparation (2-4) Fundamental principles in the selection and preparation of foods; nutritive values; cost of foods. **130602**

Home Economics 113B—Costume Design and Selection (2-4) Fundamental principles of design and color applied to the selection and planning of appropriate dress. Emphasis on line, color, and texture in relation to the individual, with laboratory application. **130304**

Home Economics 113C—Textiles (3-2) The study of fibers, fabrics, and finishes for application in choices of fabrics for clothing and home furnishings. **130303**

Home Economics 113D—Introduction to Food Preparation (2-2) Students learn to plan, prepare, and serve attractive, nutritious meals for the individual and for family groups. Laboratory experiences provide opportunities for the student to learn how to operate modern household appliances used in the preparation of food. **130601**

Home Economics 113F—Textiles and Construction (3-2) Fundamental facts concerning fibers. Fabric construction and finishes as applied to the selection of fabrics for clothing and construction of garments. (Not for home economics majors). **130303**

Home Economics 113H—Home and Family Living (3-0) For students desiring limited study and practical application of family problems, in such phases of homemaking as clothing, housing, and home care for the sick. Problems grouped as foods, family relations, and child care. **130502**

Home Economics 113S—Introduction to Sewing (2-2) Study of selection, purchase, and care of clothing; planning clothing budgets for individual members of the family; construction of three garments. **130301**

Home Economics 123A—Meal Management (2-4) For majors in Home Economics, hotel or restaurant management. Planning, managing, and serving meals suitable for family groups for all occasions. Selection and use of table appointments. **130602**

Home Economics 123B—Clothing (2-4) Fundamental principles of selection and construction of clothing. Use and alteration of commercial patterns. Problems selected according to the ability and learning experience of the student. **130302**

Home Economics 123C—Nutrition (2-2) Fundamental principles of human nutrition applied to the individual, family, and community nutrition problems. Chemistry, physiology and economics of nutrition. **130601**

Home Economics 123D—Intermediate Food Preparation (2-2) A continuation of 113D with laboratory experiences including gourmet foods and foreign dishes. **130601**

Home Economics 123P — Consumer Problems (3-0) A study of consumer goods and services as relates to the home. This course includes the study of family purchasing, advertising, commodity information, merchandise standardization, branding, grading and marketing. **130401**

Home Economics 123S — Social Fundamentals (3-0) A course designed to develop an interest in a consideration for others. Includes the study of introductions, correspondence, table manners, dating problems, weddings, and informal and formal entertaining. **130501**

Home Economics 124 — Home Furnishings and Interior Design (3-2) Designed to give the student a background of what to look for and plan for in the home. Also to acquaint the student with the basic needs in home furnishings and with solutions to problems of interior decoration. **130202**

Home Economics 213 — Prenatal and Infant Development (3-0) Physical and psychological preparation of the family for parenthood, study of prenatal development, infant behavior, care and growth to age two. The course is concerned with the infant as a developing individual and his interaction with his environment. **130505**

Journalism

A student majoring in journalism should see a Tyler Junior College counselor for help in completing a course plan.

Journalism 111N, 121N, 211N, 221N — Newpaper Publications (0-3) Work on the staff of the college newspaper at prescribed periods under the supervision of the instructor. **060204**

Journalism 113 — Mass Communication (3-2) An introduction to mass communication and the fundamentals of reporting for the mass media. Laboratory in newswriting two hours per week. **060101**

Journalism 123—Introduction to Advertising (3-0) The course is an introduction in the basics of advertising — creating advertising copy for the print and electronic media. **060401**

Journalism 123E—Radio-Television News Writing (3-2) Preparation of news copy for radio and television presentation. News styles for the electronic media. Spot news, features, reporting, interviewing, and assembling a newscast are covered. Laboratory two hours per week. **060303**

Journalism 123P — Photojournalism (2-3) A beginning course in photography teaching reporting with the camera. Basic instruction in black and white press photography with emphasis on 120 and 35 mm cameras. Photographic picture composition, developing, and printing. Credit cannot be given for both Journalism 123P and Graphic Communications 113. **060206**

Journalism 213—General Reporting (3-2) Theory and practice in news writing and reporting. Laboratory two hours per week.

Prerequisite: Journalism 113. **060203**

Journalism 223—Editing (3-2) Editing, headine writing, layout and reporting. Laboratory two hours per week.

Prerequisite: Journalism 113 or 213. **060203**

Mathematics

The mathematics courses at Tyler Junior College have been carefully designed to meet the needs of students in specific areas of study, such as technology, liberal arts, business, elementary education, science, engineering, and mathematics. A student takes the same mathematics courses at Tyler Junior College that he would take during his first two years at a senior institution.

The advanced mathematics program at Tyler Junior College requires four semesters to complete. This sequence does not include college algebra and plane trigonometry. Students who do not have credit in college algebra (Mathematics 113A) and plane trigonometry (Mathematics 113B) are advised to complete these courses during the summer preceding their freshman year.

To enroll in Calculus I and Analytic Geometry (Mathematics 213A), one of the following requirements must be met:

1. credit in Mathematics 113A and Mathematics 113B; or

2. credit in Mathematics 113A and taking Mathematics 113B and Mathematics 213A concurrently.

NOTE: A grade of C or better should be made in each mathematics course in order to continue in any mathematics sequence.

A student majoring in mathematics should see a Tyler Junior College counselor for help in completing a course plan.

Mathematics 113 — College Algebra (3-0) Designed primarily for liberal arts and business administration majors, this course includes: sets; solution and graphing of first degree equations and inequalities; solution of systems of linear equations and inequalities; polynomials and factoring; quadratic equations and inequalities; relations and functions; exponents; radicals. **170108**

Prerequisite: One year of high school algebra and acceptable ACTP mathematics score or Mathematics 113L.

Mathematics 113A — College Algebra (3-0) Designed primarily for engineering, mathematics, and physics majors, this course includes: sets; properties of real numbers; exponents; relations and functions; inverse functions; exponential and logarithmic functions; polynomials and elementary theory of equations; systems of equations; inequalities; mathematical induction; progressions; binomial theorem. **170108**

Prerequisite: One and one-half years of high school algebra and an acceptable ACTP Mathematics score, or Mathematics 113.

Mathematics 113B — Trigonometry (3-0) Angular measure; functions of angles; derivation of formulas; identities; solution of triangles; equations; inverse functions; complex numbers.

Prerequisite: Mathematics 113 or registration in Mathematics 113A. **170104**

Mathematics 113M — Developmental Mathematics (3-0) An introductory course designed to provide a review of fundamental operations in mathematics. **170101**

Mathematics 113E — Applied Mathematics I (3-0) Designed for students in technological programs, this course includes whole numbers; primes; fractions and mixed numbers; decimals; ratio and proportion; percent; denominate numbers and measurement; introduction to algebra. **170101**

Mathematics 123E — Applied Mathematics II (3-0) Designed for students in technological programs, this course includes: Signed whole numbers; non-fractional equations; multiplication and division

of fractions; addition and subtractions of fractional equations; introduction to graphing; literal fractions; formula rearrangement. **170101**

Mathematics 113T—Applied Trigonometry (3-0) Designed for students in technological programs, this course includes: sets; directed lines and segments; rectangular coordinates; distance between two points; functions and graphs; the trigonometric functions, and graphs; solutions of right triangles; elementary trigonometric equations; logarithms; oblique triangles; vectors and applications. **170104**

Mathematics 113L — Fundamentals of Mathematics (3-0) Designed for students who need a review of fundamental operations in arithmetic and algebra. This course may not be used as a part of the requirements for a major in mathematics. **170101**

Mathematics 113K — Finite Mathematics for Business (3-0) This course includes: sets; properties of real numbers; relations and functions; equations; inequalities; matrices and linear algebra; permutations and combinations; probability; introduction to linear programming. (Formerly taught as Finite Mathematics I) **170113**

Prerequisite: Two years of high school algrebra with acceptable ACTP mathematics score for Mathematics 113.

Mathematics 123K — Mathematical Analysis for Business (3-0) This course includes; linear programming; exponents and radicals; quadratic, exponential, and logarithmic functions; sequences; differential integral calculus with applications. (Formerly taught as Finite Mathematics II)

Prerequisite: Mathematics 113K. **170113**

Mathematics 223S — Programming for Statistics (3-0) A brief history of computers; importance of computers in the business world; computer hardware; algorithmic computer techniques as related to solving statistical formulas; FORTRAN IV language. **170201**

Prerequisite: Six hours of college mathematics.

Mathematics 113G—Introduction to Modern Mathematics I (3-0) Sets, counting numbers, integers, topics from elementary number theory, rational numbers, decimals and the real number system, systems of numeration. **170114**

Prerequisite: ACTP Mathematics score of 13 or greater, or Mathematics 113L.

Mathematics 123G — Introduction to Modern Mathematics II (3-0) Field of real numbers, linear equations and inequalities, func-

tions and graphs, systems of linear equations, quadratic equations, complex and finite number systems, topics from geometry. **170114**

Prerequisite: Mathematics 113G.

Mathematics 123A — Analytic Geometry (3-0) Cartesian coordinates; the straight line; the circle, and conic sections; transformation of coordinates; polar coordinates; parametric equations; transcendental and higher plane curves. **170109**

Prerequisite: Mathematics 113A, 113B, consent of mathematics department, or see introductory paragraph.

Mathematics 123C Introduction to Computer Science (3-1) Fundamental concepts of computer programming with flow charting and coding utilizing BASIC and FORTRAN IV languages. Students will develop programs dealing with problems from their particular field of study such as engineering, mathematics, physics, chemistry, and business using the Altair 8800B micro-computer system and the IBM 370 series/model 125 computer. **070401**

Prerequsitie: Math 113 or math section ACT score 25 or greater or consent of instructor.

Mathematics 123D — Computing for Engineers (3-1) Algorithms, programs and computers. Problems in engineering applications and numerical analysis using a current engineering high level language (FORTRAN). Prerequisite: credit or registration for MTH 213B. **070401**

Mathematics 213A—Calculus I and Analytic Geometry (3-1) This course includes: the line; circle; translation of axes; parabola; limits; continuity; the derivative; applications of the derivative; the differential; the indefinite integral. **170111**

Prerequisite: Mathematics 113A, 113B. See introductory paragraph.

Mathematics 213B — Calculus II and Analytic Geometry (3-1) Algebraic curves, the definite integral, applications of the definite integral, logarithmic and exponential functions, trigonometric functions, techniques of integration, the ellipse, the hyperbola, and identification of a conic. **170111**

Prerequisite: Mathematics 213A.

Mathematics 223C — Calculus III and Analytic Geometry (3-1) This course includes: Techniques of integration; hyperbolic functions; polar coordinates; indeterminate forms; improper integrals; para-

metric equations; vectors in the plane; vectors in three-dimensional space. **17011**

Prerequisite: Mathematics 213B.

Mathematics 223D — Calculus IV (3-1) This course includes: Taylor's formula; infinite series; differential calculus of functions of several variables; directional derivatives; gradients; line integrals; multiple integration. **170111**

Prerequisite: Mathematics 223C.

Mathematics 223 — Differential Equations (3-0) Equations of the first order and degree; linear differential equations; operational methods special types of higher order equations; Laplace transforms; applications of differential equations.

Prerequisitie: Mathematics 223C. **170116**

Medical Laboratory Technician 8028

Tyler Junior College offers a two year program designed to provide understanding, proficiency and skill as a medical laboratory technician. Upon completion of the program, the student will be granted an Associate-in-Applied-Science Degree.

The first year of the curriculum is devoted largely to liberal arts studies on the junior college campus. In addition to liberal arts studies in the second year, courses are included to provide supervised clinical laboratory work experience in hospitals and clinics.

Three summer sessions of six weeks each are scheduled in the program. The first two summer sessions will be devoted largely to liberal arts studies and supervised clinical laboratory experience. During the fourth semester and the third summer session, students will be engaged full time in medical laboratories to gain additional knowledge and skills first-hand. They will be under the general supervision of a program coordinator employed by Tyler Junior College. Group lectures to enrich the learning processes of the students will be provided.

When a student has completed the program, he should be able to perform in all areas of the clinical laboratory. A minimum grade of 75 will be required on all medical laboratory technology courses.

Since enrollment in this program is necessarily limited, those applying for admission must make their application directly to the director of this program.

A medical laboratory technician student cannot graduate unless he maintains an over-all C average and has a minimum of a C average in medical laboratory technician.

MEDICAL LABORATORY CURRICULUM*

Semester I
ENG 113** — Composition and Rhetoric
MTH 113E — Applied Mathematics
BIO 113B — Anatomy and Physiology
MED 113 — Basic for Allied Health Service
BIO 114A — Microbiology
PSY 111 — Freshman Orientation

Semester II
CHEM 114 — General Chemistry
MTH 113 — Algebra
MED 123 — Clinical Microbiology
BIO 123B — Anatomy and Physiology
MED 123A — Special Clinical Microbiology

Summer Session I
No classes required

Summer Session II
MED 123S — Clinical Practice I
PSY 213 — Introductory Psychology

Semester III
ENG 123 — Composition and Rhetoric
or
ENG 223B — Technical Report Writing
CHM 124 — General Chemistry
MED 223A — Medical Laboratory Techniques II
MED 213C — Clinical Chemistry
MED 213A — Medical Laboratory Techniques I

Semester IV
MED 226 — Clinical Practice II
MED 226A — Clinical Practice III

Summer Session III
MED 216S — Clinical Practice IV

Medical 113 — Basic for Allied Health Service (3-9) An introduction to the field of medical laboratory technology and a study of hematology and urinalysis.

* Student placement in mathematics classes is based upon the results of tests and subjects completed before admission.

** Student placement in ENG classes is based upon results of tests and subjects completed before admission.

Medical 123 — Clinical Microbiology (3-9) Practical and basic applications of methods and equipment used in clinical microbiology. Brief history of methods to furnish a basic background and terminology. A number of orientation sessions at the hospital laboratory bacteriology departments are included.

Prerequisite: BIO 114A or permission of program coordinator.

Medical 123A — Special Clinical Microbiology (3-3) Practical and basic applications of methods in parasitology, mycology, and special bacteriology.

Prerequisite: BIO 114A or permission of the program coordinator.

Medical 123S — Clinical Practice I (0-15) This course is designed to provide clinical laboratory experience in the area of specialization. Students will be under the supervision of a program coordinator.

Medical 213A — Medical Laboratory Techniques I (3-3) A study of topics related to clinical serology with laboratory applications to various serological procedures.

Medical 213C — Clinical Chemistry (3-6) Topics of applications in chemistry related to the clinical laboratory.

Medical 216S — Clinical Practice IV (0-40) This course is designed to provide clinical laboratory experience in the area of specialization. Students will be under the supervision of a program coordinator.

Medical 223A — Medical Laboratory Technique II (3-6) A study of principles in blood banking and coagulation techniques with laboratory application of the various procedures used in a clinical laboratory.

Medical 226 — Clinical Practice II (MLT) (1-19) This course is designed to provide clinical laboratory experience in the area of special A.M. training. Students will be under the supervision of a program coordinator.

Medical 226A — Clinical Practice III (1-19) This course is designed to provide clinical laboratory experience in the area of special P.M. training. Students will be under the supervision of a program coordinator.

Mid-Management
5621

The mid-management program is a cooperative work-study program which leads to an Associate Degree in Applied Science. The mid-management curriculum is an accelerated program designed to give selected students the advanced management course needed for managerial skills. Its purpose is to provide a practical, comprehensive program covering the full spectrum of management activity. The program is designed to meet both the requirements of young people preparing for careers in business management as well as men and women who are already actively engaged in business and industry. Structured to provide functional management theory that can be applied immediately to the job, the mid-management program supports the theory that there is no substitute for experience in the learning process.

Concurrent with the academic mid-management courses, the mid-management major is required to take a course called Management Internship. One of the requirements of the management internship course is that a student must work a minimum of 20 hours per week at a training station provided or approved by a mid-management coordinator.

Persons desiring to enroll in the mid-management program should:

1. make applicaiton for mid-management in advance of the fall and spring registration periods;
2. be counseled by a mid-management coordinator;
3. be placed in an approved management training station;
4. obtain a permit to register slip from the mid-management coordinator.

Persons who may have an interest in management but who are not interested in the management internship, may enroll for the mid-management series on prior approval.

MID-MANAGEMENT CURRICULUM
(Supervision Option)

Semester I
MMG 113A* — Mid-Management Work Experience and Seminar
MMG 113B — Principles of Management
MMG 113C — Human Relations in Management
ENG 113 — Composition and Rhetoric
BA 113B — Introduction to Business
PSY 111 — Freshman Orientation

Semester II
MMG 123A* — Mid-Management Work Experience and Seminar
MMG 123 — Principles of Marketing
BA 113C — Business Correspondence
BA 113D — Business Mathematics
Approved Elective**

Semester III
MMG 2111 — Employment Preparation and Job Interview or Approved Elective**
MMG 213B — Personnel Management
MMG 213 — Advertising and Promotions
MMG 213A* — Mid-Management Work Experience and Seminar
BA 113A or BA 214 — Accounting
ECO 213 — Principles of Economics

Semester IV
MMG 223 — Salesmanship

* Mid-Management Internship includes twenty hours of supervised work experience each week, with one-hour related weekly seminar. Students are limited to only one internship course per semester.

** Suggested Electives: History, Government, Electronic Data Processing 123C (Management Computer Use), Business Administration 113M (Office Machines), Business Administration 113T (Typewriting), MMG 113S, MMG 223R.

MMG 223B — Introduction to Public Relations
MMG 223A* — Mid-Management Work Experience and Seminar
SPH 223A — Business and Professional Speaking
Approved Elective**

Mid-Management 113B — Principles of Management (3-0) This course combines the traditional concepts of management with the newer systems concept in an endeavor to develop a systems approach to management. The process of managing by planning, organizing, directing, coordinating and controlling is a integral part of this approach. The relationship of the principles of management to business situations using case studies is basic in this course.

Mid-Management 113C — Human Relations in Management (3-0) The basic understanding of the individual alone and as a part of groups is critical to the businessman. Included are introduction and definition, the role of the manager and such topics as leadership, motivation, communication, group dynamics, and human relations and job performance.

Mid-Management 113S — Small Business Management (3-0) This course is designed to develop the student's understanding of those aspects of management that are uniquely important to small firms. The course will introduce the student to the economic, social, and legal functions necessary to understand required business records, legal and government relationships, profit planning, capital and credit, and factors that influence business failure and success.

Mid-Management 123 — Principles of Marketing (3-0) A general analysis made of the social and economic aspects of distribution as found in business organizations. Included is a study of the marketing structure and functions, institutional problems, prices, advertising and products.

Mid-Management 211 — Employment Preparation and Job Interview (1-1) A course to assist the student to prepare for a job application and employment. Subjects and projects would include resumé preparation, employment application, job interviews, college placement services, and sources of employment information.

Mid-Management 213 — Advertising and Promotions (3-0) The fundamental principles, practices and common media in modern advertising are introduced. Included are those activities that supplement both advertising and personal selling, such as sampling, displays, demonstrations and other kinds of effort that render them effective.

* Mid-Management Internship includes twenty hours of supervised work experience each week, with one-hour related weekly seminar. Students are limited to only one internship course per semester.

** Suggested Electives: History, Government, Electronic Data Processing 123C (Management Computer Use), Business Administration 113M (Office Machines), Business Administration 113T (Typewriting), MMG 113S, MMG 223R.

Mid-Management 213B — Personnel Management (3-0) This course includes the study of personnel policies and administration, education and training, job classification and analysis, labor supply, employment and testing. Hours of work, labor union relations and employee safety and health problems.

Mid-Management 223 — Salesmanship (3-0) The basic principles of personal salesmanship are covered, with a study of methods, problems and duties of a salesman.

Mid-Management 223B — Introduction to Public Relations (3-0) The course introduces the techniques of public relations applied to supervisory and management positions. Customer relations are emphasized. Attention is given to programming a total public relations effort and selecting the strategy, media and persuasive devices which will accomplish given objectives.

Mid-Management 223R — Retail Merchandising (3-0) A study is made of the planning and supervision involved in marketing merchandise or service which will best serve to realize the marketing objectives of business. Included is the organization and operation of the retail store and an analysis of retail buying and merchandising procedures covering buying, receiving, pricing, credit and collections, sales promotion, display, inventory and control.

Mid-Management 113A, 123A, 213A & 223A — Mid-Management Work Experience & Seminar (1-20) Internship is open only to students enrolled in the mid-management program. This provides actual work experience in the retail, wholesale, or service business field as a paid employee. The student, the employer and the program coordinator develop an individual program for each student. The student is evaluated by both the employer and the program coordinator. MMG 113A - 123A are prerequisites for MMG 213A - 223A, or consent of instructor.

A weekly one hour seminar is held in conjunction with his job.

Three semester hours credit each semester for four semesters.

The student can only take one internship per semester.

Mineral Land Management
5423

The objective of the land management program is to provide the student with the fundamental knowledge needed to enable him to seek employment as a leasing agent for oil, gas, and mineral rights.

The program centers around an intensive study of land records as recorded in county courthouses and the laws regulating land sales and leasing transactions. Students will also be introduced to map interpretations, boundary location, oil and gas laws, and the basic information necessary for property appraisal. Also included are other courses which will assist in leasing transactions.

Students successfully completing the courses in this nine-month curriculum, and who make application in the registrar's office, will receive a Certificate of Proficiency.

MINERAL LAND MANAGEMENT CURRICULUM

Semester I
REM 113 — Real Estate Principles
REM 113B — Introduction to Land Records
BA 113T* — Beginning Typing
or
Approved Elective
BA 113 — Oil and Gas Law
ENG 113 — Composition and Rhetoric

Semester II
REM 213 — Methods in Land Title Investigation
REM 123 — Real Estate Law
DFT 123R — Drafting for Real Estate
SPH 223A — Business and Professional Speaking
ENG 223B — Technical Report Writing
or
Approved Elective

Approved Electives: BA 113A (Elementary Accounting), REM 113D (Real Estate Math), DFT 223C (Plane Surveying), MMG 113C (Human Relations), REM 123B (Real Estate Appraising), Government, PT 113 (Petroleum Development), GEO 114 (General Geology).

MINERAL LEASE RECORDS TECHNOLOGY

Mineral lease records personnel must see that legal contracts for land use are properly negotiated and that all scheduled payments are properly made. These two areas of responsibility require extensive sets of records and controls. Therefore, lease records personnel must be familiar with legal instruments, contracts, ledgers, indexes and various other records. Upon completion of this curriculum the student will be awarded an Associate Degree in Applied Science.

* Those students who have typing skills may select an approved elective.

MINERAL LEASE RECORDS TECHNOLOGY CURRICULUM

Semester I
ENG 113 — Composition and Rhetoric
BA 113 — Oil & Gas Law
BA 113T* — Beginning Typewriting
CS 111 — Data Entry I
REM 113 — Principles of Real Estate
REM 113B — Introduction to Land Records
PSY 111 — Freshman Orientation

Semester II
BA 113C — Business Correspondence
BA 214 — Principles of Accounting
MTH 113E — Applied Mathematics or MTH 113
DFT 223B — Map Drafting
CS 121 — Data Entry II
REM 213 — Methods in Land Title Investigation

Semester III
ENG 223B — Technical Report Writing or ENG 123
GOV 213 — American Government
REM 213F — Introduction to Boundary Location
CS 111A — Introduction to Computer Operations
REM 213E — Land Title Problems
Approved Elective** (Must be selected from approved electives)

Semester IV
GOV 223 — American State Government
REM 223E — Contracts and Negotiable Instruments
REM 123 — Real Estate Law
REM 213B — Trust Functions & Services
Approved Elective** (Must be selected from approved electives)

Music

A student majoring in music should see a Tyler Junior College counselor for help in completing a course plan.

* A student who has typing skills (45 words per minute) may substitute an approved elective.
** Approved Electives: ENG 223B, ECO 213, MTH 113, MTH 113B, MTH 113K, CS 113A, BA 213L, HST 213, HST 223, GEO 114, BA 123T.

Courses are offered for three types of students:

1. Those who desire the pursue a professional career in music after completing a standard four-year music curriculum.

2. Those who desire to take individual private lessons in applied music.

3. Those who desire a cultural background in music.

General Music Courses

Music 111K, 121K — Piano (1-0) Class instruction in the fundamentals of keyboard technique for beginning piano students. **100415**

Music 112K, 122K — Piano (2-1) Class instruction in the fundamentals of keyboard technique for beginning piano students. **100415**

Music 113B — Music Appreciation (3-0) A foundation in enjoyment and understanding of music through the use of recorded music and song literature. **100601**

Music 113L, 123L — Introduction to Music (3-1) A general survey of the development of the art of music designed to provide a basic understanding of the principal periods and styles of music literature; origins, folk music, plainsong, vocal and instrumental forms, elementary acoustics, biographical sketches, bibliography and an elementary understanding of the piano keyboard. **100602**

No prerequisites for Music 113L; open to non-music majors. Required of music majors.

Music 112G — Classical Guitar (2-1) Class instruction for beginners in guitar. Selected solo and duet pieces are used to teach music reading in the first position. Traditional classical guitar technique is emphasized. Students also learn how to accompany folk and popular songs using simple chord fingerings. No previous experience in music and/or guitar is required. **100413**

Music 122G — Classical Guitar (2-1) A continuation of Music 112G. More solo literature is covered including the simpler works of Canulli, Sor and Aguado and the traditional "Maleguena". Students also learn how to accompany songs using "movable" chords in higher positions. Exercises for strength, speed and independence including the Giuliani arpeggio studies and the major scales. **100413**

Prerequisite: Completion of Music 112G or examination by instructor.

Music Theory

Music 113A, 123A — Music Fundamentals (3-1) An introduction to the elements of music, including study of the staff, clefs, key signatures, scales, time signatures, notation, meter and rhythm; application of theory as the keyboard.

This course is designed for those who lack a background in music theory but who desire to pursue the study of music, or for those desiring an appropriate elective. **100501**

Music 113T, 123T — Elementary Harmony (3-1) The study of chord building and chord connection including keyboard harmony; triads and their inversions; cadences, modulations to related keys, simple non-harmonic tones, seventh chords, original part-writing exercises.

Must be taken concurrently with Music 111T, 121T respectively. **100403**

Prerequisite: Ability to read simple music notation. Required of music majors.

Music 111T, 121T — Elementary Ear Training and Sight Singing (2-1) Rhythmic, melodic and harmonic dictation in the major and minor modes; sight singing in the treble and bass clefs. Must be taken concurrently with Music 113T, 123T respectively. **100401**

Required of music majors.

Music 211T, 221T — Advanced Ear Training and Sight Singing (2-1) Continuation of dictation and sight singing studies, including the C clefs, modulation, and chromatic intervals. Must be taken concurrently with music 213T, 223T respectively.

Prerequisite: Music 121T. Required of music majors. **100402**

Music 213T, 223T — Advanced Harmony (3-1) A further study of harmony and an introduction to counterpoint; the ninth, eleventh and thirteenth chords, chromatically altered chords, modulation to distant keys, the decorative material of harmony; a survey of the five species. Must be taken concurrently with Music 211T, 221T, respectively. **100404**

Prerequisite: Music 123T. Required of music majors.

Music Education

Music 113E—Teaching Music at the Elementary Level (3-0) Techniques and materials of music instruction for pre-school through the sixth grade. A study of the child's voice, and an examination of rote songs, rhythmics, and creative music activities.

Prerequisite: Music 113A or permission of the instructor. **083201**

Music 111C — Conducting (0-2) This course is designed for those who have had no previous experience in conducting. Course content will include regular and irregular beat patterns, subdivisions, and beat pattern variations as applied to simple music literature. **100429**

Pedagogy

Music 121V—Brass Class (1-2) The study of the trumpet, trombone, French horn and tuba. Ability to play scales on these brass instruments. **100410**

Music 211W — Woodwinds Class (1-2) The study of six woodwind instruments: flute, oboe, clarinet, bassoon, saxophone and piccolo. **100412**

Ensembles

Music 112B, 122B, 212B, 222B — Band (1-4) The official Apache Band, open to any student who has had suitable training. Five hours per week. **100422**

Music 111D, 121D, 211D, 221D—Concert Band (1-2) An instrumental group which performs symphonic wind ensemble and band repertoire. Open to any student in the college by audition. **100422**

Music 112S, 122S, 212S, 222S—Stage Band (1-2) **100423**

Music 1130, 1230, 2130, 2230 — Symphony Orchestra. Open to advanced instrumental students. Members are given practical training in professional orchestral routine in the East Texas Symphony Orchestra. Admission by audition. Four hours a week. **100422**

Music 112C, 122C, 212C, 222C — Concert Choir (1-3) A mixed chorus organized for the purpose of singing the more important works of vocal ensemble. Members of this group engage in a wide variety of public performance. Open to any student in the college. Three hours per week. **100424**

Music 111E, 121E, 211E, 221E—Chamber Singers Small Ensemble (1-2) A small group of select singers capable of performing both as an ensemble and as soloists. The group performs traditional and contemporary madrigal and chamber vocal repertoire. Open to any student in the Concert Choir by audition. **100423**

Music 111H, 121H, 211H, 221H — Harmony and Understanding (0-3) A highly select vocal pop ensemble. Open to any student in the Concert Choir by audition. **100425**

Music 111E, 121E, 211E, 221E — Guitar Small Ensemble (1-2) A select group of 6 to 16 students which play special arrangements for guitar "orchestra". Admission by audition. **100423**

Applied Music

Music majors should enroll in private lessons in two areas each semester, depending upon their intended degree. Those who aim toward professional performance should take private lessons for the *major* for the maximum number of semester hours each semester. Those who aim toward teaching should take private lessons for a *concentration* for two (2) semester hours each semester. All music majors should take, in addition to either a *major* or a *concentration,* a *secondary* private lesson for one (1) semester hour credit each semester. In every case, one of the two private lessons each semester must be piano.

A student majoring in music should see a Tyler Junior College counselor for help in completing a course plan.

Students may also take private instrumental and vocal instruction as an elective. Two (2) semester hours credit would signify one hour of instruction per week. One (1) semester hour credit would signify thirty minutes of instruction per week.

The fees per semester on Applied Music Courses are found in the tuition and Fees section of this catalogue.

Vocal and instrumental instruction is available as follows:

VOICE: Private voice instruction is the study of the art of singing in the bel canto style. All students study breath control, breath support, vowel formation, and other techniques of vocal production. This is accomplished through vocal exercises tailored to the individual needs of each student, and the study of art song literature from the English, Italian, German and French repertoires.

Applied Music 113V, 123V, 213V, 223V — Voice Major. Private instruction. **100421**

Applied Music 112V, 122V, 212V, 222V — Voice Concentration or Elective. Private instruction. **100421**

Applied Music 111V, 121V, 211V, 221V — Voice Secondary or Elective. Private instruction. **100421**

Applied Music 114K, 124K, 214K, 224K Piano or Organ Major. Private instruction. **100420**

Applied Music 112K, 122K, 212K, 222K — Piano or Organ Concentration or Elective. Private instruction. **100420**

Applied Music 111K, 121K, 211K, 221K — Piano or Organ Secondary or Elective. Private instruction. **100420**

Applied Music 114W, 124W, 214W, 224W — Flute, Clarinet, Oboe, Saxophone, Bassoon — Major. Private instruction. **100419**

Applied Music 112W, 122W, 212W, 222W — Flute, Clarinet, Oboe, Saxophone, Bassoon — Concentration or Elective. Private instruction. **100419**

Aplied Music 111W, 121W, 211W, 221W — Flute, Clarinet, Oboe, Saxophone, Bassoon — Secondary or Elective. Private instruction. **100419**

Applied Music 114B, 124B, 214B, 224B — Trumpet, Baritone, Trombone, French Horn, Tuba — Major. Private Instruction. **100416**

Applied Music 112B, 122B, 212B, 222B — Trumpet, Baritone, Trombone, French Horn, Tuba — Concentration or Elective. Private instruction. **100416**

Applied Music 111B, 121B, 211B, 221B — Trumpet, Baritone, Trombone, French Horn, Tuba — Secondary or Elective. Private instruction. **100416**

Applied Music 114S, 124S, 214S, 224S — Violin, Cello, Double Bass, Harp, Guitar — Major. Private instruction. **100417**

Applied Music 112S, 122S, 212S, 222S — Violin, Cello, Double Bass, Harp, Guitar, Electric Bass — Concentration or Elective. Private instruction. **100417**

Applied Music 111S, 121S, 211S, 221S — Violin, Cello, Double Bass, Harp, Guitar, Electric Bass — Secondary or Elective. Private instruction. **100417**

Associate Degree Nursing

The associate degree nursing program is a four semester and two summer sessions curriculum which begins in the second summer session each year. The associate degree graduate, after adequate orientation, begins to practice nursing as a staff nurse in hospitals or other health care institutions. Through assessment of the individual, the graduate plans, implements, and evaluates direct nursing care for individuals and/or groups with commonly recurring health problems. The graduate is able to monitor and direct peers and ancillary workers in the technical aspects of nursing care.

Having graduated from Tyler Junior College with an Associate in Applied Science degree in Nursing, the graduate is qualified to apply for the State Board Test Pool Examination for licensure as a registered nurse.

Since applicants must meet the admission criteria of the program, application must be made directly to the program coordinator. Applicants will be selected for enrollment based on acceptance to the college, ACT or College Board (SAT) scores, reading level, math ability, prior educational achievement, personal references, personal interview and health status.

All required courses of the associate degree curriculum must be completed with a "C" or better. Having received a "D" or below in any nursing course or a prerequisite non-nursing course, the student may not progress until the deficiency has been removed.

Only two attempts within five years of admission will be permitted in any science or nursing course. Having received a final grade of "D", "F" or "WF", necessitates a repetition of that course constituting a second attempt.

ASSOCIATE DEGREE NURSING CURRICULUM
1983-84

FIRST YEAR

Level I

Summer Session II
ENG 113—Composition & Rhetoric
PSY 213—Intro. to Psychology

Semester I
NSG 117—Nursing I
BIO 113B*—Anatomy & Physiology
ENG 123—Composition & Rhetoric
PSY 223A—Child Growth & Development
P.E. 111X—Body Mechanics for Nurses

Semester II
NSG 127—Nursing II
SOC 213—Intro. to Sociology
BIO 123B*—Anatomy & Physiology
P.E. 121X—Physical Fitness for Nurses

SECOND YEAR

Level II

Summer Session I
NSG 214—Nursing III (5½ Wks.)

Semester III
NSG 226—Nursing IV (8 Wks.)
NSG 225A—Nursing V (8 wks.)
BIO 114A*—Microbiology

Semester IV
NSG 235—Nursing VI (8 Wks.)
NSG 235A—Nursing VII (8 wks.)
Free Elective

Must be taken concurrently with nursing courses scheduled if no previous credit with grade of "C" or better.

* Or with approval of the program coordinator.

Nursing 117 — Nursing I (4-10) This initial level one course is a 16 week study designed to aid the student in developing attitudes and skills basic to the practice of nursing. The concepts incorporated in this course relate to elemental nursing, nursing pharmacology, and mental health. Emphasis is placed on the acquisition of technical skills pertinent to the nursing process; basic communication skills with identification of components and methods of verbal and non-verbal communications; and, legislation, standards, identification and usage of pharmaceutical preparations. Experiential learning occurs through independent research, classroom participation and concurrent guided skills laboratory and clinical practice. This course serves as a prerequisite to all other clinical nursing courses. Course includes content in LEGS Volume I with exception of objectives related to pediatrics, maternity, and body mechanics in I B, I C, II B, III, V B, and V C.

Prerequisites: Biology 113B*.

Concurrent enrollment unless previously completed: Biology 123B and P.E. 111X.

Nursing 127 — Nursing II (4-10) This course is designed to provide the student with theoretical and clinical learning experiences in medical-surgical nursing. The nursing process is utilized in the care of adult clients experiencing the following conditions: male reproductive disorders, gastrointestinal diseases, musculoskeletal disorders, and dysfunctions of the eye and ear. Mental health concepts of Nursing 117 are expanded with presentation of death and dying. Theoretical and clinical components provide opportunity for gaining skills in nursing assessment and asepsis, while improving skills acquired in the previous course. Course includes content in LEGS: VI A, VII A, VIII C, IX A, IX B, X, XIV C.

Prerequisites: Nursing 117, Biology 123B and P.E. 111X.*

Concurrent enrollment unless previously completed: Biology 114A and P.E. 121X.

Nursing 214 — Nursing III (6.4-19.2) This medical-surgical nursing course presented in one summer session allows application and expansion of basic skills in more diverse manners as the student cares for adult clients. Students are introduced to dysfunctions of endocrine, respiratory, genitourinary and integumentary systems. Theoretical and clinical applications of intravenous therapy are introduced. A more concentrated clinical experience is provided as students practice the nursing process, skills, and concepts in the clinical

* Or with approval of the program coordinator.

setting. This course includes content in LEGS: VI A, VII A, VIII C, IX A, IX B, X, XIV C.

Prerequisites: Nursing 127, Biology 114A and P.E. 121X.*

Nursing 225—Nursing IV (5-17) This 8 week course is a study of female reproduction and the family during the childbearing stage. The students concentrate on gynecologic problems, pregnancy, and the effects pregnancy has on family life and the newborn. Physical and mental adaptations/maladaptations and common dysfunctions are studied. Emphasis is placed on the nursing process in giving care to the family prior to, during and after delivery and to the newborn. The student who successfully completes this course will be expected to function at the bedside in giving basic nursing care to the childbearing family and to the female with disorders of the reproductive system. Course includes content of LEGS I B, II B, III A, VIII A, VIII B, X A, XI A, XI B, XIII A.

Prerequisites: Level I and N214.*

Nursing 225A—Nursing V (5-17) This 8 week course is a study of a comprehensive pediatric nursing that is based upon an understanding of child and family development and a knowledge of normal and pathologic embryology, anatomy and physiology. Empasis is placed on illness and prevention of illness as they affect children of different ages and their families. The student applies the nursing process in delivery of care. Course includes content in LEGS III, V B, V C, VI B, VI C, VII A, VIII A, IX C, X A, X B, XII B, XIII A, XIII B.

Prerequisites: Level I and N214.*

Nursing 235—Nursing VI (5-17) This 8 week course is designed to facilitate an understanding of common behavior deviations related to health and illness. Emphasis is placed upon principles and methods employed in psychiatric nursing. A study of etiology, symptomology, and treatment of socially ineffective behavior is presented. The nursing process is utilized in concurrently guided clinical laboratory practice provided in a state psychiatric hospital. The student will also expand previously learned concepts of self-awareness and therapeutic communication techniques. Course includes content in LEGS VI A, VII A, IX A, X B, X C.

Prerequisites: Nursing 225 and Nursing 225A.*

Nursing 235A—Nursing VII (5-17) This 8 week nursing course is designed to facilitate synthesis of theoretical and clinical learning experiences in the nursing care of hospitalized clients and student

* Or with the approval of the program coordinator.

transition to the graduate role. The student studies medical-surgical nursing with emphasis upon the neurological and cardiac systems. In preparation of a transition, the student considers the functions of nursing service, the change process, nursing politics, and the role of the associate degree graduate. Role transition is enhanced through opportunities to function as team member and team leader of ancillary personnel. Course includes content in LEGS: VII C, IX A, X B, X C, XI C, XII, XIII A, XIV.

Prerequisites: Nursing 225, and Nursing 225A.*

Nursing Home Administration
8222

This program provides a two-year course of theoretical and professional training at the college level, leading to the degree of Associate-in-Applied Science in nursing home administration. The curriculum is so designed that upon successful completion the state license requirements regarding the associate degree will have been met.

Students will be able to provide leadership in therapeutic recreation as well as mastering subject matter pertaining to legal, physical, and financial management needed to succeed as a nursing home administrator.

NURSING HOME ADMINISTRATION CURRICULUM

Semester I
ENG 113** — Composition & Rhetoric
SPH 223A — Business and Professional Speaking
NHA 113 — Introduction to Nursing Home Care
NHA 113A — Psychology of Patient Care
MMG 213B — Personnel Management

Semester II
NHA 121 — Nursing Home Standards
REC 213 — Group Leadership
BA 113A — Elementary Accounting
NHA 123 — Technology of Patient Care
NHA 123A — Nursing Home Administration Law
Approved Elective***

* Or with the approval of the program coordinator.
** Student placement in ENG 113 is based upon the results of tests and subjects completed before admission.
***Approved Electives: ENG 113E, MMG 223B

SECOND YEAR

Semester III
GOV 213 — American Government
NHA 216 — Nursing Home Internship (w/seminar)
NHA 213A — Financial Management of Nursing Home
MMG 113C — Human Relations In Management

Semester IV
PSY 213 — Introduction to Psychology
NHA 226 — Nursing Home Administration Internship II (w/seminar)
NHA 224A — Nutrition and Quantity Foods
ENG 223B — Technical Report Writing

Nursing Home Administration 113 — Introduction to Nursing Home Administration (3-0) The study of general administration in the long term care facility includes a study of how a business is organized, employees are selected and supervised, business law and insurance. Studies of labor, its problems, human relations, training, staff development meetings, group dynamics, and a review of administrative procedures in writing policies for admission, discharge, transfer, emergencies, operations, etc.

Nursing Home Administration 113A — Psychology of Patient Care (3-0) Assists the administrator to understand the special needs and problems of the elderly, their families and staff members in their different roles in the care and adjustment of the elderly to their new mode of living and their physical/mental handicaps when they are placed in a long term care facility.

Nursing Home Administration — Group Activities (3-0) The goal of recreation is for the re-creation of human energy and enthusiasm through an infinite variety of pursuits. An insight into groups, leaders, leadership-development, orientation, evaluation, roles, etc., is vital to recreation programs for the long-term care resident.

Nursing Home Administration 121 — Nursing Home Standards (1-0) A detailed study of the Minimum Standards for Licensure of a long term care facility and the Intermediate Care Facility Standards for Participation in the Medicare/Medicaid Contract. These are also guidelines that the Texas Department of Health and Texas Department of Human Resources use in certifying/recertifying and monitoring of the long term care facilities.

Nursing Home Administration 123 — Technology of Patient Care (3-0) This course includes a detailed study of the technical aspects of a long term care facility and includes medical records, pharmacology, medical terminology, patient care, nursing procedures, safety, physi-

cal therapy, equipment, recreational therapy, sanitation and gerontology.

Nursing Home Administration 123A — Nursing Home Administration Law (3-0) Nature and scope of laws; court system; law of contracts; principal and agent; business organizations, including partnerships and corporations; state community property laws, torts, bailments, employer/employee relationships; introduction to theory and practice of insurance as applicable to owners of long term care facilities with emphasis on burden of financial loss, contractual arrangements and contracts; legal liabilities for bodily injury and property damage to patients and visitors.

Nursing Home Administration 213A — Financial Management of the Nursing Home (3-0) Techniques and strategies of financial information for management decision-making in the long term care facility emphasizing the budgeting process and relationships between statistical and financial data. Includes study of special accounting requirements of Medicare and other government programs.

Nursing Home Administration 216 — Nursing Home Internship I (with seminar) (3-20) The internship program is divided into 3 hours of classroom study and 20 hours per week of on-the-job training in an approved facility, supervised by an administrator licensed by the Texas State Board of Licensure for Nursing Home Administrators or a state approved preceptor. Critique of one's current job as it relates to classroom discussion. Methods of assisting the student to an administrative field as a long term care facility manager.

Nursing Home Administration 224A — Nutrition and Quantity Foods (3-1) The study of nutrients of foods, food selection and preparation of all types of diets, food and drug interactions, and metabolism of foods. The importance of a balanced diet in a long term care facility of residents with multiple illnesses and handicaps. Introducing the student to the food service departments of long term care facilities and writing assignments as they work with employees of the facility.

Nursing Home Administration 226 — Nursing Home Administration Internship II (3-20) Management internship supervised by a preceptor-administrator approved by the State Board of Licensure of Nursing Home Administrators, in an approved facility. Three hours classroom plus twenty hours of on-the-job administrative training per week. Critique of current job and its related experience, correlating these experiences to classroom discussions of ways to assist the new entrant into the nursing home administrative career field.

Ophthalmic Technician and Dispensing 8037

The curriculum for ophthalmic technicians and dispensing represents a carefully planned balance of theory and practice in all aspects of the profession. The purpose of the program is to prepare the student to apply the science of optics to the making and fitting of lenses and devices to aid in providing comfortable and efficient vision; to prepare the student to measure, adapt, and fit eyeglasses or contact lenses to the human face, for the aid of correction of visual or occular abnormalities; and to train the student in the use of measuring devices, instruments, machines and hand tools.

Students successfully completing this two-year program are awarded the Associate-in-Applied Science Degree.

OPHTHALMIC TECHNICIAN AND DISPENSING CURRICULUM

Semester I
ENG 113* — Composition and Rhetoric
MTH 123 E* — Applied Mathematics
PHY 113 — Physics Problems I
OD 113 — Ophthalmic Materials & Lab I
OD 113B — Introduction to Ophthalmic Dispensing
HS 111 — Personal Awareness

Semester II
OD 123 — Ophthalmic Materials & Lab II
OD 123A — Anatomy & Physiology of the Eye
OD 123B — Principles of Optics I
MMG 113S — Small Business Management
Approved Elective

Summer Session I
OD 114S — Practicum

Summer Session II
OD 124S — Practicum

Semester III
OD 213 — Ophthalmic Materials and Lab III
OD 213A — Ophthalmic Dispensing I
OD 213B — Principles of Optics II
OD 213C — Practicum
or
Approved Elective
OD 213D — Office Procedures, Ethics, and Insurance

* Student placement in MTH and ENG classes is based upon the results of tests and subjects completed before admission.

Semester IV
OD 223 — Contact Lenses & Special Aids
OD 224A — Ophthalmic Dispensing II
OD 223D — Seminar
ENG 223B — Technical Report Writing
OD 223C — Practicum
or
Approved Elective

Suggested Electives: MMG 113B, MMG 223, History, Government

Ophthalmic Dispensing 113 — Ophthalmic Materials and Laboratory I (2-4) Basic optical terminology-fundamentals of lens design and surfaces. Lens functions relative to different refractive errors. The use of optical instruments and measuring devices. Frame and lens measurements. Single vision lens lay out, edging and mounting glass and plastic lenses.

Ophthalmic Dispensing 113B — Introduction into Ophthalmic Dispensing (3-0) This course is an introduction in Opticianry. Emphasis is placed on building new vocabulary which will enable the ophthalmic student to develop interprofessional relationships.

Topics included: History of glass, Ametropia, instruments and tools, gross anatomy, optics, lenses, frames, and inspection of the final product.

Ophthalmic Dispensing 123 — Ophthalmic Materials and Laboratory II (2-4) Methods of grinding and polishing spherical and cylindrical surfaces. Use of the lens generating machines. Blocking lenses by hand and by machines. Principles of computing lens curves and thicknesses. Prism grinding. Use of laboratory charts. Methods for laying out and marking single vision and multifocal lens blanks. Special considerations in grinding and polishing complex prescriptions in glass and plastic lenses. Operation of the lens hardening machines.

Ophthalmic Dispensing 123A — Anatomy and Physiology of the Eye (3-0) This course is a specific study of the structure and functions of the eye, the visual pathways, and its associated structures. Emphasis is placed on corneal shape, corneal metabolism, and cortical interpretation of visual stimuli.

Ophthalmic Dispensing 123B — Principles of Optics I (3-0) An introductory course into the light and its behavior. Emphasis is placed on the effect of lenses on light.

Topics included: reflection, refraction, absorption, mirrors, prisms, and thin lenses.

Ophthalmic Dispensing 213 — Ophthalmic Materials and Laboratory III (3-3) Interpretation and analysis of the shop order. Selecting the proper tools and blanks. Preparation of lens for cutting and edging to size. Operation of the automatic edging and beveling machines. Hand edging of lenses. Practice in inserting lenses into plastic and metal frames. Drilling and mounting lenses into rimless spectacles. Special techniques in handling plastic lenses. Instruction in use of the lensometer and vertometer. Evaluation and analysis of completed spectacles for accuracy and quality.

Ophthalmic Dispensing 213A — Ophthalmic Dispensing I (3-0) This course is a study of practices and responsibilities of the ophthalmic dispenser.

Topics included: Lens aberrations and their effects on patients, safety lenses, absorption lenses, anti-reflective and other optical coatings, aphakic lenses, anisometropia and bicentric grinding, and principle of fitting bifocals.

Ophthalmic Dispensing 213B — Principles of Optics II (3-3) This course is designed for practical applications of lens equations.

Topics included: Optics of spherical lenses, optics of spherocylinder lenses, optics of ophthalmic prisms, and the relationship of surfacing charts, surfacing tools, and instruments to finished product.

Ophthalmic Dispensing 213D — Office Procedures, Ethics, and Insurance (3-0) The study of retail office procedures and ethics. The layout of a dispensing office and laboratory. The study of insurance programs and claims.

Ophthalmic Dispensing 223 — Contact Lenses (3-3) An introduction into contact lens theory and practice.

Topics included: history, interpretation and analysis of the contact lens prescription, manufacturing of PMMA and gas permeable contact lenses, verification of PMMA and gas permeable contact lenses, lens design of standard PMMA contact lens, of gas permeable contact lens, and of soft contact lens, adverse reactions and responsibilities of the contact lens practitioner.

Ophthalmic Dispensing 224A — Ophthalmic Dispensing II (3-6) Psychology of dispensing. Consideration of style and fashion in eyeware. Dispensing procedures relating to bifocals and complex prescriptions. Considerations of the visual problems of the aphakic patient. Techniques of fitting and adjusting of plastic, metal and rimless spectacles. Dispensing of occupational spectacles. Office management. Evaluation and analysis of completed spectacles for accuracy and quality.

Ophthalmic Dispensing 223D — Seminar (3-0) A review of the four semesters work preparation to the State and National Certification Exam.

Ophthalmic Dispensing 114S (0-20), 124S (0-20), 213C (0-12), and 223C (0-12) — Practicum Practical experience in offices and laboratories of dispensing opticians. Assignments in work related experiences will be rotated to enable the student to obtain experience in all types of ophthalmic dispensing.

Ornamental Horticulture
5026

Ornamental Horticulture describes a group of occupations which deal with the propagation and production of ornamental plants, the design and construction of landscapes, and the sale and use of trees, shrubs, flowers, garden plants and turf. These occupations improve and beautify man's environment. At Tyler Junior Colllege, the ornamental horticulture curriculum includes two programs, the landscape-nursery option and the greenhouse-nursery-floral option. Both of these options lead to the Associate in Applied Arts and Sciences Degree.

ORNAMENTAL HORTICULTURE CURRICULUM

Semester I
ENG 113 — Composition and Rhetoric
HRT 113A — Landscape Plant Materials
HRT 123A — Herbaceous & Tropical Plants
HRT 213 — Greenhouse Horticulture
MTH 113E — Applied Mathematics
PSY 111 — Freshman Orientation

Semester II
BA 113A — Elementary Accounting
AGR 123B — Horticulture
HRT 123B — Floral Design I
HRT 123C — Landscape Maintenance
MMG 123B — Salesmanship

Semester III
MMG 113S — Small Business Management
HRT 213A — Nursery Operations
HRT 213C — Floral Design II
HRT 213E — Greenhouse Crop Production
Approved Elective

Semester IV
BIO 124B — Botany
HRT 214 — Fundamentals of Design and Landscaping
HRT 223 — Ornamental Crop Production
HRT 223D — Landscape Development
HRT 223P — Horticulture Pest Control and Chemicals

Horticulture 113A — Landscape Plant Materials (3-3) This course covers the identification, classification, charateristics, and landscape use of shrubs, vines, ground covers, flowers, and landscape trees.

Horticulture 123A — Herbaceous and Tropical Plants (2-4) This course is concerned with identification, culture, and use of ornamental herbaceous plants grown in homes, indoor and outdoor gardens, shopping malls, and other commercial buildings and conservatories.

Horticulture 123B — Floral Design I (2-4) A study of the basic principle of floral design, using fresh flowers and other materials to create basic and unusual corsages, boutonnieres, homecoming mums, etc.

Horticulture 123C — Landscape Maintenance (2-4) A course designed to introduce students to the many areas of grounds maintenance. Trees, shrubs, ground covers, flowers, turf, and equipment used are covered. Public and private areas are covered. Actual practice of grounds maintenance is done in the laboratory sections. Designed mainly for students interested in professional grounds maintenance.

Horticulture 213 — Greenhouse Horticulture (2-4) This course covers the construction and operation of such ornamental horticulture production structures as greenhouses, lath houses, hotbeds, and cold frames. Stress is on effective environmental control and efficiency in production operations.

Horticulture 213A — Nursery Operation (3-3) In this course, emphasis is placed on the proper care of landscape plants. Retail nursery, landscape operation, garden center, as well as wholesale nursery will be covered.

Horticulture 213C — Floral Design II (2-4) A study of the basic principles in floral arrangement work. Lab instruction will be working with fresh flowers and designing many types of cut flower arrangements. Some silk, dryed and plastic flowers will be utilized. Prerequisite: HRT 123B or consent of instructor.

Horticulture 213E — Greenhouse Crop Production (2-4) This course is designed to cover plant material normally grown as "greenhouse crops." Emphasis will be on bedding plants, baskets, foliage

plants and floral crops. Areas from growing to marketing will be covered.

Horticulture 214 — Fundamentals of Design and Landscaping (3-6) This course provides instruction in the basic principles, practices, and concepts of design, preparing plans, specifications, and cost estimates. Prerequisites: HRT 113A or consent of instructor.

Horticulture 223 — Ornamental Crop Production (2-4) The stress of this course is advanced methods in nursery and greenhouse crop production. Emphasis is put on container grown plants, selected pot plant production, and field production.

Horticulture 223D — Landscape Development (2-4) This course covers the planning and landscape operations, the proper care of landscape plants and construction of landscape structures. It includes pruning and training of trees and shrubs, the culture of select grasses and installation of drainage and irrigation systems.

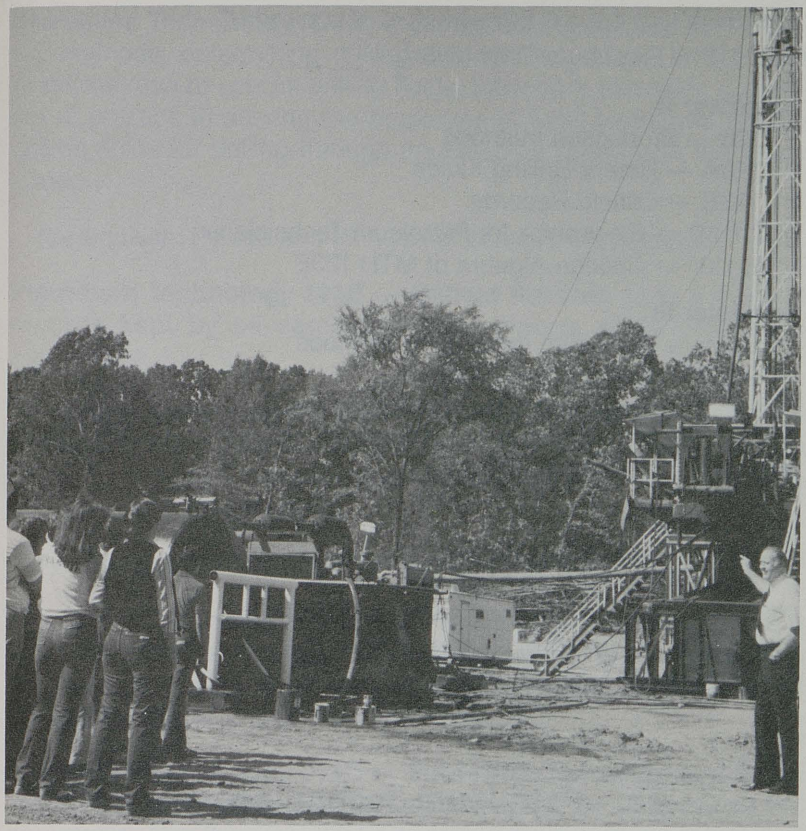
Horticulture 223P — Horticulture Pest Control and Chemicals (3-3) This course is designed to introduce Ornamental Horticulture students to pests common to the industry and how to effectively control them. A complete study of fertilizers, insecticides, fungicides, growth regulators, hormones, and other chemicals common to the industry will be covered.

Petroleum Technology
8431

Students successfully completing this program receive the Associate-in-Applied Science Degree.

The petroleum technology curriculum is established with the advice and co-operation of employers and workers in the oil fields to provide preliminary training for workers in various aspects of petroleum development and production. The oil industry requires employees with training in locating, drilling and maintaining wells, and in handling and refining petroleum products.

While scientific background and related information is included in the technology course, major emphasis is upon operation in the oil field, with opportunity for field trips and for employment.



Petroleum technology majors have available training for four broad areas: exploration, development, marketing, and construction and maintenance. The two year program listed below is the curriculum required for students who plan to enter the petroleum industry in the field of exploration and development.

PETROLEUM TECHNOLOGY CURRICULUM

Semester I
PT 113 —Petroleum Development
PT 113A — Introduction to Petroleum Industry
PT 113B — Petroleum Equipment Field Lab.
ENG 113 — Composition & Rhetoric

MTH 113E* — Applied Mathematics or MTH 123E
PSY 111 — Freshman Orientation

Semester II
PT 123 — Production Methods
PT 123A — Rotary Drilling Fluids
PT 123B — Oilfield Records
ELC 113P — Electronics for Petroleum Technicians
MTH 113* — College Algebra or MTH 123E

Semester III
PT 213A — Petroleum Laboratory Methods
PT 213B — Well Logging Methods
PT 213D — Petroleum Surveying & Drafting
MTH 113B — Trigonometry or MTH 113T
PHY 113 — Elementary Physics

Semester IV
PT 223 — Natural Gas Production
PT 223A — Completion Methods
PT 223C — Hydraulics for Petroleum Technology
ENG 223B — Technical Report Writing
GEO 124 — General Geology

Petroleum Technology

Petroleum Technology 113 — Petroleum Development (3-0) Principles of oil field development, spacing of wells, rotary and cable tool drilling methods, drilling fluids, directional drilling, oil field hydrology.

Petroleum Technology 113A — Introduction to Petroleum Industry (3-0) Theory of geophysical methods, exploration, leasing and royalty, conservation, transportation and refining, economics of the oil industry.

Petroleum Technology 113B — Petroleum Equipment Field Laboratory (2-4) Classroom presentations of equipment used within the petroleum industry and field trips to visit actual equipment in operation in the field.

Petroleum Technology 123 — Production Methods (3-0) Methods of production of oil, including lease layout and operations, operation of treating equipment, well stimulation and work over.

Prerequisite: PT 113 and PT 113A or consent of instructor.

* Student placement in mathematics classes is based upon the results of tests and subjects completed before admission.

Petroleum Technology 123A — Rotary Drilling Fluids (2-4) Testing methods, determining drilling fluid characteristics, drilling fluid problems, use of special drilling fluids, laboratory exercises consisting of practice in altering the properties of fresh water and special drilling fluids for drilling through troublesome zones with the rotary system.

Prerequisite: PT 113 and PT 113A or consent of instructor.

Petroleum Technology 123B — Oilfield Records (3-0) A study of records kept by oil companies and reports made within the companies.

Petroleum Technology 213A — Petroleum Laboratory Methods (3-3) A study of control of the six major trouble areas in the petroleum industry. Corrosion, scale, bacteria, emulsions, paraffin and cathodic protection and core analysis.

Prerequisite: PT 113 and PT 113A or consent of instructor.

Petroleum Technology PT213B — Well Logging Methods (3-0) A study of theories of electrical, micro-electrical radiation, optical chemical, and mechanical well logging methods and application of these theories, field examples and problems.

Petroleum Technology 213D — Petroleum Surveying and Drafting (2-4) A study of the basic theory and use of the level, transit and planetable. Also theory and introductory skills of map drafting including: lettering, scales, inking, aerial photographs and U.S.G.S. maps.

Petroleum Technology 223 — Natural Gas Production (3-0) Field handling of natural gas, study of methods, equipment, and technology of natural gas.

Prerequisite: PT 123 and PT 213 A or consent of instructor.

Petroleum Technology 223A — Completion Methods (3-0) A study of jet and bullet perforating acidizing, fracture treating, completion equipment, single and multiple packers and wire line tools.

Prerequisite: PT 123 and PT 213A or consent of instructor.

Petroleum Technology 223C — Hydraulics for Petroleum Technologists (3-0) Hydraulics in drilling, in oil pipelines, and in artificial lift.

Prerequisite: PT 213B, PT 213A, PHY 113 and MTH 113T or consent of instructor.

Philosophy

Philosophy 113 — Introduction to Philosophy (3-0) A general introduction to philosophy designed to give basic knowledge of philosophical terminology, the history of philosophy and an understanding of the issues from which that history evolved. An analysis of the various schools of philosophy, i.e. realism, idealism, empiricism, existentialism, etc. will be related to a discussion of three major philosophers from three different historical periods. **150901**

Philosophy 123 — Logic (3-0) Nature and methods of correct reasoning, deductive proof, inductive proof, fallacies, and arguments. **150903**

Philosophy 213 — Introduction to Ethics (3-0) Consideration of the basic principles of human life, with critical examination of traditional and current theories of the nature of goodness, happiness, duty, and freedom, including readings from selected philosophies, past and present. **150902**

Physical Education

Through the program of physical education, opportunity is provided for each student to gain knowledge and skill in many recreational activities to achieve a present level of physical fitness and to develop an understanding of the role of continued participation in exercise for total health and personal enjoyment of leisure time.

A program of intramurals is provided in addition to the activity classes which are required of all freshmen, meeting two hours per week for one semester hour of credit. Many students elect to meet the additional year's requirement included in the 4-year degree plans of most colleges and universities.

A student majoring in physical education should see a Tyler Junior College counselor for help in completing a course plan.

ACTIVITY COURSES FOR THE PHYSICAL EDUCATION REQUIREMENT:

Physical Education 111, 121, 211, 221 (0-2) Includes such activities as calisthenics, isometrics, karate, football, basketball, volleyball, track, tennis, softball, and other physical fitness activities. **083521-083522**

Physical Education 111A, 121A, 211A, 221A (0-2) Girl's P.E. — basketball team. **083521-083522**

111B — Basketball and Softball (0-2) (2nd semester) **083521**

111C — Speedball and Volleyball (0-2) (1st semester) **083521**

121C — Volleyball (0-2) A continuation of P.E. 11C with concentration in the techniques of volleyball. **083521**

111D — Archery and Badminton (0-2) **083521**

111E — Beginning Tennis (0-2) Basic skills and techniques of tennis. **083521**

121E — Intermediate Tennis (0-2) Practice in basic skills; addition of strategy and intermediate strokes. **083521**

221E — Advanced Intermediate Tennis (0-2) Stroke development and practice in game situations. **083522**

111F — Beginning Modern Dance (0-2) (Open to Speech and Drama Majors) — Poise, balance and self-expression through fundamental dance movements. **083521**

121F — Skilled Techniques for Modern Dance (0-2) Emphasis on dance composition and choreography. **083522**

221F — Modern Dance Performance Lab (0-2) Advanced skills in composition. **083522**

111G — Beginning Gymnastics (0-2) Includes tumbling, uneven parallel bars, balance beam, trampoline, and floor exercise. **083522**

211G — Intermediate Gymnastics (0-2) More advanced level of gymnastic activities. **083522**

111H — Folk Dance (0-2) International dances and their historic development. **083521**

111J, 121J — Flag Football (0-2) **083521**

111K, 121K — Basketball (0-2) **083521**

111L, 121L — Weight Training (0-2) **083521**

111M — Body Mechanics (0-2) Concerned with figure, posture, physical performance ability, and exercise. **083521**

111N, 121N — Soccer (0-2) **083521**

111P, 121P — Physical Fitness (0-2) **083521**

111Q — Golf (0-2) Basic skills and techniques of golf. **083521**

121Q — Golf (0-2) A continuation of the techniques of golf. **083521**

111R — Aerobic Dancing (0-2) Physical fitness through music. **083521**

121R — Aerobic Dancing (0-2) A continuation of 111R. **083521**

211R — Aerobic Dancing (0-2) **083522**

221R — Aerobic Dancing (0-2) **083522**

111T, 121T, 211T, 221T — Advanced Tennis (0-2) A course for men and women desiring to participate in inter-collegiate tennis. Admission by consent of the instructor. **083521-083522**

111W — Racquetball (0-2) **083521**

121W — Racquetball (0-2) **083521**

111X — Body Mechanics and Physical Fitness (0-2) **083521**

121X — Body Mechanics and Physical Fitness (0-2) **083521**

211X — Swimming (0-2) **083521**

221X — Swimming (0-2) **083521**

111Y — Bowling (0-2) **083521**

121Y — Bowling (0-2) **083521**

111Z — Karate (0-2) **083521**

121Z — Karate (0-2) **083521**

ACTIVITY COURSES FOR PHYSICAL EDUCATION MAJORS AND MINORS:

These courses are designed to include teaching techniques and drills in the various sports, as well as practice in the skills and strategy of each sport.

221M — Body Mechanics (1-2) (Offered spring semester even numbered years) **083522**

211C — Speedball and Volleyball (1-2) (Offered fall semester odd numbered years) **083522**

221D — Badminton and Archery (1-2) (Offered spring semester odd numbered years) **083522**

211F — Modern Dance (1-2) (Offered fall semester even numbered years) **083522**

Physical Education Theory Courses

Physical Education 113 — Methods (3-0) The organization and administration of physical education in the public schools. The course of study for physical education as recommended by the Texas State Department of Education for high schools is used as a basis of study. Laboratory periods are devoted to actual problems in the field. **083511**

Physical Education 123 — Methods (3-0) A continuation of Physical Education 113 with special attention given to problems in the physical education fields. **083511**

Physical Education 113A — Theory of Football and Track (3-0) **083511**

Physical Education 113T — Theory of Tennis (3-0) **083511**

Physical Education 123A — Theory of Basketball and Baseball (3-0) **083511**

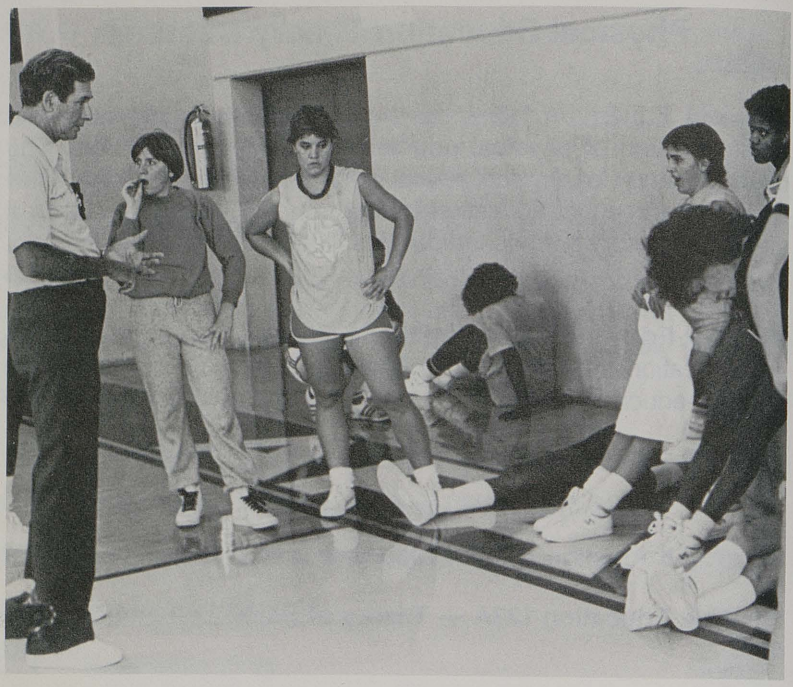
Physical Education 213 — Health and Hygiene (3-0) A study of personal and community health. A study is made of causative factors of diseases, their means of transmission and prevention. **083708**

Physical Education 213A — First Aid (3-0) Training for ARC standard, advanced and instructor's first aid cards (when certified instructor available). Students meeting the requirements for each of these programs awarded ARC certificates. **083701**

Physical Education 213B — Personal Hygiene (3-0) A fundamental course in principles and problems of healthful living as they apply today. (To be offered each **fall.**) **083708**

Physical Education 223 — Sports Understanding (3-0) This course is especially designed for those who wish to develop a complete understanding of sports both major and minor. Rules, terminology, and finesse are studied. **083513**

Physical Education 223A — Athletic Training and Conditioning (3-0) A course in the practical and theoretical study of massage, taping, bandaging, care of sprains, bruises, strains and wounds. A course designed to acquaint the student with the problems of the athletic training room and to provide him with the practical instruction to aid in the solution of these same problems. **083704**



Physical Education 223B — Sports Appreciation for Spectators (3-0) A course specifically designed as an elective course for all students who desire a broader knowledge of major and minor sports. Rules, terminology, and the finer points of many sports are studied. **083513**

Physical Education 113H — Foundations of Physical Education (3-0) A survey of the field of physical education, its historical development of philosophy as well as an analysis of contemporary concepts of program direction and content. **083705**

Physical Education 123H — Concepts of Healthful Living (3-0) Presentation of current scientific and technical information in matters related to health, emphasizing a person's need to understand factors in the culture influencing health and his responsibility as a consumer and citizen, including such areas as consumer health, nutrition; mental health, tobacco, alcohol, and drugs, family life, environmental health, and disease. **083708**

Physical Education 113C — Art of Daily Living (3-0) A course designed to place emphasis on the needs and activities of the individual student to assist in making proper adjustments. The funda-

mental aim is to develop self-assurance through knowledge that one's health, appearance, clothes, styling, make-up, and posture are correct. Students are given personalized instruction with respect to their own problems. By means of lectures, demonstrations, practice, and opportunities to perform in public, an effort is made to develop in the student greater poise and alertness. Instruction includes techniques for balance and control of movement, selection and care of clothing. **083751U**

Physical Education 123C — Art of Daily Living (3-0) A continuation of Physical Education 113C. **083751U**

Physical Education 213C — Appreciation of Dance (3-2) Basic fundamentals and interpretations of dance; the principles and applications applied to the interpretation of modern and conventional dance. **100803**

Physical Education 223C — Appreciation of Dance (3-2) A continuation of Physical Education 213C. **100803**

Physical Education 223D — Drug Use and Abuse (3-0) The study of use and abuse of drugs in today's society, emphasizing physiological, sociological, and psychological factors involved. (To be offered each spring). **083710**

Physical Education 223E — Community Health (3-0) The principles of personal health — nutrition, mental health, stimulants and narcotics, exercise, sleep, and rest. Also community health — sanitation, community services, public health agencies. (To be offered each spring.) **083709**

Physics

Physics is the fundamental physical science. The study of physics provides background for engineering, industrial research and development, medicine, teachers of science and biological sciences.

Students majoring in physics who do not receive advance placement in Mathematics 113A and 113B are encouraged to take these courses in the summer so that they may enroll in Mathematics 213A in the first semester of the freshman year.

A student majoring in physics should see a Tyler Junior College counselor for help in completing a course plan.

Physics 113 — Physics Problems (3-0) An introduction to general physics with emphasis on problem solving. **190201**

Physics 113D — Statics and Strength of Materials (3-0) An introduction to the basic fundamentals of statics including resultant and equilibrant of forces, moments, static and kinetic friction. Also the practical application in the study of strength of materials covering properties, joint construction, beams, combined stresses, columns, and torsion. **190201**

Physics 114B — General Physics (3-3) A course for premedical, biological science, pharmacy, architecture, and other students who need a two-semester technical course in physics. Fundamentals of classical mechanics, heat, and sound are discussed. **190202**

Physics 124B — General Physics (3-3) A continuation of Physics 114B. Electricity and magnetism, light, and modern physics are discussed.

Prerequisite: Physics 114B **190202**

Physics 124A — Mechanics (3-3) A course for students who intend to major in physics, chemistry, or mathematics, and for engineering students who have no physics background. **091901**

Prerequisite: Credit or registration in Mathematics 213A.

Physics 214A* — Advanced Physics (3-3) Heat, wave-motion, and optics are discussed.

Prerequisite: Physics 124A or Engineering 213 and credit or registration for Mathematics 213B.

Physics 224A* — Advanced Physics (3-3) Required of all engineering majors. Electricity and magnetism are discussed.

Prerequisite: Physics 124A or Engineering 213 and credit or registration for Mathematics 213B. **091901**

Postal Management
9624

This program provides two years of courses in postal service leading to a degree of Associate in Applied Science.

The first two semesters are a detailed study of the theory and operations in postal service. These courses and other related courses may be taken by any student. During the last two semesters,

* Physics 214A-224A are designed to meet the second year physics requirements of students in engineering, chemistry or mathematics.

two seminars and on-the-job training are required and only postal service employees may enroll.

Students are provided with a functional knowledge of the various departments of the postal service and the guidelines of postal regulations and operational procedures.

POSTAL MANAGEMENT CURRICULUM

Semester I
ENG 113—Composition and Rhetoric
MTH 113L*—Fundamentals of Math
MMG 113B—Principles of Management
PMT 113—Introduction to Postal Service
PMT 113A—Mail Processing
PSY 111—Freshman Orientation

Semester II
ENG 223B—Technical Report Writing
SPH 223A—Business and Professional Speaking
MMG 223B—Public Relations
PMT 123A—Postal Customer Service
PMT 123—Postal Rules and Regulations

Semester III
GOV 213—American Government
Approved Elective**
MMG 113C—Human Relations
PMT 213—Postal Accounting and Finance Procedures
PMT 213S—Seminar III—Training and Employee Development

Semester IV
GOV 223—American State Government
Approved Elective**
PMT 223S—Seminar IV—Postal Problems and Analysis
PMT 223—Postal Management and Supervision
PMT 223A—Employee and Labor Relations

Postal Management 113—Introduction to Postal Service (3-0) A survey of the complex components in the postal service and how they are subdivided. Major consideration is given to job opportunities in the postal service with special emphasis on aptitudes and skills required to be successful.

* Student placement in mathematics classes is based upon the results of tests and subjects competed before admission.

** Approved Elective: Sociology 213, Psychology 213, Business Law BA 213L, Salesmanship MMG 223, Office Machines BA 113M, Accounting, and Typewriting.

Postal Management 113A — Mail Processing (3-0) This course covers the following topics: mail classification and rates; service standards; postal terminology; the four functions of mail processing; distribution sytems; mail processing objectives and responsibilities; the mail preparation operation; manual distribution; machine distribution; revenue protection; and the bulk mail centers.

Postal Management 123—Postal Rules and Regulations (3-0) An investigation of the line activities of postal operations and regulations and the thinking behind them. An in-depth study of success or failure in work flow control. Major consideration is given to the correct implementation of present regulations and how they may be utilized to improve the postal service.

Postal Management 123A—Postal Customer Services (3-0) This course is designed to provide the student with an in-depth knowledge of all services provided for postal customers. It covers customer relations, retailing postal products, and non-postal services. Special emphasis is placed on means to achieve and manage professional window service operations. The duties of customer service representatives are also reviewed.

Postal Management 213 — Postal Accounting and Finance Procedures (3-0) The course reviews the postal accounting and statistical system in planning, organizing, and controlling of cost and accounting procedures; covers preparation of budget and cost-benefit analysis; provides for effective use of resources and assists in the understanding of primary financial objectives in order to control operations as a means of achieving organization goals; teaches long and short range budget techniques consisting of modern financial principles and practices and applies budget control procedures.

Postal Management 213S — Training and Employee Development/Seminar III (1-20) Techniques used in job instruction training, the principles of learning and how people learn, lesson planning and practice sessions. The importance of correct selection of strategy, media, and persuasive devices to accomplish given objectives in postal training. This course provides actual work experience in the postal service and a one hour seminar is held each week.

Postal Management 223A—Employee and Labor Relations (3-0) A survey course of union/management relations as related to public sector agencies. Topics include: union laws, organization, collective bargaining techniques, social and economic factors, arbitration, grievance procedures and contract construction.

Postal Management 223S—Postal Problem Analysis Seminar IV (1-20) The goal is to provide the student an appreciation, understand-

ing, and working knowledge of several systematic approaches to the science and art of problem solving with an emphasis on employee and labor relations. Requirement to demonstrate working knowledge of problem solving techniques by both participation in group problem solving cases and exercises and by individual work in specified problem cases carried through to acceptable, defendable solutions. This course provides actual work experience in the postal service and a one hour seminar is held each week.

Postal Management 223—Postal Management and Supervision (3-0) Attention is directed towards the supervisors role in planning, staffing, organization priniciples, labor contracts, occupational safety and their relation to the daily job of supervision. In addition, role playing, simulation, group discussion, and practical work assignments will be used throughout the course in order to assist students in developing possible, applicable solutions to various management situations.

Psychology

A student majoring in psychology should see a Tyler Junior College counselor for help in completing a course plan.

Psychology 111—Freshman Orientation (1-0) Freshman Orientation is a course designed to help students bridge the gap between high school and college. Library usage, study habits good attitudes, and budgeting of time are taught. The interpretation of standardized tests and vocational counseling are included in the course. Required of all beginning students unless excused by the vice-president for instruction. **209901**

Psychology 213—Introductory Psychology (3-0) A study of the basic principles of psychology, bearing on individual differences, intelligence, the development of personality, growth, motivation, drives, emotions and learning. **200101**

Psychology 223—Applied Psychology (3-0) An analysis of basic psychological principles as applied to adjustment and behavioral problems. This is done through a study of personality, attitudes and social relations and interactions as well as techniques for coping with stress and anxiety encountered in everyday situations of life and work. **200104**

Psychology 223A—Child Growth and Development (3-0) How children grow and develop, the stages in the process and the physi-

cal, social, mental and emotional factors which influence growth and development up to adolescence are considered. **200902**

Ranch Management

(See Farm and Ranch Management)

Radiologic Technology
8033

Tyler Junior College offers a cooperative program with medical Center Hospital and Mother Frances Hospital designed to provide understanding, proficiency and skill in radiologic technology.

Upon completion of the program the student will be granted an Associate-in-Applied Science Degree and will be eligible to apply for certification by the American Registry of Radiologic Technologists.

A balanced curriculum of general didactic and clinical courses offers the student an opportunity for cultural development as well as occupational competence. Clinical instruction is given at Medical Center Hospital and Mother Frances Hospital under the direction of radiologists, technical directors of the radiology departments, and clinical instructors. The didactic courses will be held on the Tyler Junior College campus.

Upon completion of the program the student should be able to make application of the material in the darkroom, the radiographic rooms and the fluoroscopic rooms. The duration of the program will be a minimum of twenty-four months. A minimum grade of 75 will be required on all radiologic technology courses.

Since enrollment in this program is necessarily limited, those applying for admission must make their application directly to the director of this program.

A radiologic technology student cannot graduate unless he maintains an over-all C average and has a minimum of a "C" in each radiologic technology course.

RADIOLOGIC TECHNOLOGY CURRICULUM

Semester I

ENG 113—Composition and Rhetoric
XRT 111—Nursing Procedures
XRT 112—Clinical Practice I

XRT 113—Radiologic Technology I
XRT 113A—Radiologic Physics I
XRT 113B—Anatomy and Physiology

Semester II
ENG 223B—Technical Report Writing
XRT 123—Radiologic Physics II
XRT 123A—Radiologic Technology II
XRT 123B—Basic Related Science I
XRTG 123C—Clinical Practice II

Summer Session I
XRT 114S—Clincial Practice III

Summer Session II
XRT 124S—Clinical Practice IV

Semster III
XRT 213—Clinical Practice V
XRT 213A—Basic Related Science II
XRT 213C—Radiologic Technology III
PSY 213—Introductory Psychology
Approved Elective*

Semester IV
XRT 223—Clinical Practice VI
XRT 223A—Radiologic Technology IV
XRT 223B—Basic Related Science III
Approved Elective*
Approved Elective*

Summer Session III
XRT 214S—Clinical Practice VII

Summer Session IV
XRT 224S—Clinical Practice VIII

Radiologic Technology 111—Nursing Procedures (1-0) A course designed to acquaint the student with nursing procedures and techniques used in the general care of the patient with emphasis on the role of the radiologic technologist in various nursing situations.

Radiologic Technology 112 — Clinical Practice I (2-25) The radiologists, technical directors of the radiology departments and clinical instructors will supervise students in the use and care of all equipment. The course consists of film critiques, sessions on departmental routines and additional study in any area of specialization in accordance with the needs of the individual student.

* Approved Electives: Sociology 213, Speech 223A, Government, Business Administration 113T.

Radiologic Technology 113 — Radiologic Technology I (3-0) A general introduction to radiologic technology. This course covers orientation and elementary radiation protection, professional ethics, basic darkroom practices, principles of radiographic positioning and exposure and common radiographic procedures using contrast media.

Raidologic Technology 113A — Radiologic Physics I (3-0) A course presenting a general review of basic mathematic, mechanics, structure of matter and magnetism. This course also gives an introduction to electricity, electromagnetism and electric motors and generators.

Radiologic Technology 113B — Anatomy and Physiology (3-0) Presents the student basic instruction of the various systems, structures and organs of the body and their functions. This course enables the student to interpret accurately requests for x-ray examinations, to properly position the part to be radiographed, to recognize the structures and organs visualized and to understand the normal functions of organs as a basis for certain x-ray examinations.

Radiologic Technology 123 — Radiologic Physics II (3-0) A continuation of Radiologic Physics I. The course is designed to present the fundamentals of radiation physics and the basic principles underlying the operation of x-ray equipment and auxiliary devices.

Radiologic Technology 123A — Radiologic Technology II (3-0) A continuation of Radiologic Technology I and including pediatric radiology.

Radiologic Technology 123B — Basic Related Science (3-0) A course designed to present instruction in darkroom chemistry and technique, medical terminology and topographic anatomy.

Radiologic Technology 123C — Clinical Practice II (3-25) A continuation of Clinical Practice II.

Radiologic Technology 124S — Clinical Practice IV (3-37) A continuation of Clinical Practice III.

Radiologic Technology 213 — Clinical Practice V (3-25) A continuation of Clinical Practice IV with experience in the nuclear medicine laboratory.

Radiologic Technology 213A — Basic Related Science II (3-0) A course designed to cover the study of protection to patient and personnel, radiation therapy and nuclear medicine procedures.

Radiologic Technology 213C — Radiologic Technology III (3-0) A continuation of Radiologic Technology II with advanced study in

radiographic exposure and positioning and including intraoral radiography.

Radiologic Technology 223 — Clinical Practice VI (3-25) A continuation of Clinical Practice V. Includes training in radiation therapy given on an individual basis in the radiologist's private offices and experience in the special procedures department.

Radiologic Technology 223A — Radiologic Technology IV (3-0) This course consists of instruction dealing with equipment maintenance, administration of the radiology department and a general review.

Radiologic Technology 223B — Basic Related Science III (3-0) A course designed to cover the study of special procedures and medical and surgical diseases.

Radiologic Technology 214S — Clinical Practice VII (3-37) A continuation of Clinical Practice VI.

Radiologic Technology 224S — Clinical Practice VIII (3-37) A continuation of Clinical Practice VII.

Real Estate Management 5423

Students successfully completing this program receive the Associate-in-Applied Science Degree.

The curriculum is designed with formal classroom study combined with case studies and actual work experience to give the student a sound educational background for a career in the real estate industry as a real estate salesman, petroleum landman, land title insurance agent, property insurance agent, or a wide variety of other land-oriented careers.

The program provides an opportunity for students to complete the educational requirements for the Texas Real Estate Salesman or Broker's License and/or the Fire and Casualty Local Recording Agent's License.

REAL ESTATE MANAGEMENT CURRICULUM

Semester I
ENG 113 — Composition and Rhetoric
MMG 213 — Advertising and Promotion
REM 113 — Principles of Real Estate
REM 113D — Real Estate Math

REM 113E — Real Estate Marketing
PSY 111 — Freshman Orientation

Semester II
DFT 123 — Drafting for Real Estate
REM 123 — Real Estate Law
REM 123A — Real Estate Finance
ENG 223B — Technical Report Writing
REM 223A — Real Estate Title Insurance, Abstract, Escrow and Closing

Semester III
REM 123B — Real Estate Appraisal I
REM 113B — Introduction to Land Records
REM 213C* — Real Estate Internship
or
REM 213B — Fire and Casualty I
BA 113 — Oil and Gas Law
SPH 223A — Business and Professional Speaking

Semester IV
REM 213 — Methods in Land Title Investigation
REM 223C* — Real Estate Internship
or
REM 223D — Fire and Casualty II
REM 223B — Real Estate Brokerage
REM 213D — Real Estate Appraisal II
Approved Elective**

Real Estate Management 113 — Principles of Real Estate (3-0) A general introductory course in real estate fundamentals and principles. Includes overview of licensing as real estate broker and salesman, ethics of practice, titles to and conveyancing of real estate, legal descriptions, law of agency, deeds, encumbrances and liens, distinction between personal and real property, contracts, appraisal, finance & regulations, closing procedures and real estate mathematics.

Real Estate Management 113B — Introduction to Land Records (3-0) A study of the history of Texas land from state ownership to private ownership including patents, land grants, public school lands. Requirements and methods of recording and maintaining public records in county offices.

Prerequisite: REM 113 and DFT 123R or consent of instructor.

* A student must have completed 18 semester hours of Real Estate classes in order to take a second internship.

** Suggested Electives: AG 113G, AG 123B, BA 113A, BA 123A, DFT 123A, REM 213F, REM 223E.

Real Estate Management 113D — Real Estate Mathematics (3-0) A study of mathematics and its application to real estate problems. Includes basic arithmetic skills and review of mathematical logic, percentages, interest, time-valued money, depreciation, amortization, proration, and estimation of closing statements.

Real Estate Management 113E — Real Estate Marketing (3-0) The course shall include but not be limited to real estate professionalism and ethics, characteristics of successful salesmen, time management, psychology of marketing, listing procedures, advertising, negotiating and closing, financing, and the Deceptive Trade Practices-Consumer Protection Act, as amended, Section 17.01 et seq., Business & Commerce Code. Includes (3) classroom hours instruction in federal, state, and local laws governing housing discrimination and community re-investment.

Real Estate Management 123 — Real Estate Law (3-0) A study of real estate law and procedure involving real property acquisition, ownership and transfer including legal concepts of real estate, land description, real property rights and estates in land, contracts, conveyances, encumbrances, foreclosures, recording procedures and evidence of titles.

Real Estate Management 123A — Real Estate Finance (3-0) An analysis of the procedures in financing and mathematics of real estate finance; where and how to obtain funds; security devices such as mortgages and related instruments; return of mortgage and equity capital. Problems, policies, and risk involved in financing various types of real property. Applicable towards real estate broker's license.

Real Estate Management 123B — Real Estate Appraisal I (3-0) A course designed to develop an understanding of the principles and methods used in estimating the value of real property. Should be taken concurrently with DFT 123R.

Real Estate Management 213 — Methods in Title Investigation (2-2) Discussion of county offices responsible for maintenance of records pertaining to real estate and actual practice using records to acquire ownership information.

Prerequisite: REM 113B or consent of instructor.

Real Estate Management 213C-223C — Real Estate Internship (1-20) Internship is open only to students enrolled in the real estate management program. This provides actual work experience in the real estate office, fire and casualty insurance office, abstract and title insurance office, and the petroleum land managment office. The student, the employer and the program coordinator develop an individ-

ual program for each student. The student is evaluated by both the employer and the program coordinator. Students employed full time in the field of real estate may not enroll in the internship courses.

Real Estate Management 213B — Fire and Casualty I (3-0) A study of the following types of fire and casualty insurance: fire insurance, legal liability and automobile insurance, general liability, homeowners and farmowners, workmen's compensation, crime, fidelity and surety, commercial multiple peril, inland marine, miscellaneous lines of insurance, fundamentals of rating.

Real Estate Managment 213D — Real Estate Appraisal II (2-2) The student will learn the application of the theories and principles learned in REM 123B using appraisal report forms. The market data, cost and income approach will be used with concentration in the application area on the single family residence.

Prerequisite: REM 123B, and DFT 123R or consent of the instructor.

Real Estate Management 213E — Land Title Problems (2-2) Students will be assigned tracts of land to determine surface, royalty and mineral ownership. Defects in ownership will be corrected by obtaining corrective instruments, affidavits, etc.

Prerequisite: REM 213 or consent of instructor.

Real Estate Management 213F — Introduction to Boundary Locations (3-0) A brief study of the disposition of the public domain in Texas. Early surveying of land grants including locating early surveys and vacancies. A study of the types of property descriptions, validity of descriptions, and locating boundary lines and corners.

Real Estate Management 223A — Real Estate Title Insurance, Abstract, Escrow and Closing Procedure (3-0) A case method presentation in escrow procedure including actual processing of sale escrows. This includes familiarization and drawing of documents, processing of and closing the escrow, prorations, and details appurtenant to efficient escrow processing.

Real Estate Management 223B — Real Estate Brokerage (3-0) Real Estate Brokerage includes but will not be limited to law of the state agency, planning and organization, operational policies and procedures, recruiting, selection and training of personnel, records and control, and real estate firm analysis and expansion criteria.

Real Estate Management 223D — Fire Casualty II (3-0) A continuation of Real Estate Management 213B. Real Estate Manage-

ment 213B and 223D applicable toward the Fire and Casualty Local Recording Agent License.

Prerequisite: Real Estate Management 213B.

Real Estate Management 223E — Contracts and Negotiable Instruments (3-0) A study of the development of land contracts and negotiable instruments that are used in mineral leasing transactions. Record keeping essential to contract performance is studied.

Recreation Leadership
9621

This program provides a two-year course to train students in teaching tennis, planning programs for tennis facilities, merchandising and operating pro shops and care and maintenance of tennis facilities. In addition, students are trained and prepared for certification testing upon completion of the course.

Students spend approximately 15 hours a week working in tennis-related programs. Programs include: lab work, on-campus tennis clinics, pro shops, private clubs, municipal tennis programs and the functions of team coaching. Training aids used in the tennis program are books, training films, video tape recorders, audio tape recorders, ball machines, stringing equipment and field trips to various tennis and sport facilities.

Upon graduation from this program, one receives an Associate in Applied Science Degree in recreation with a major in tennis.

RECREATION LEADERSHIP CURRICULUM
SPORTS FACILITIES MANAGEMENT
TENNIS OPTION

Semester I
ENG 113 — Composition and Rhetoric
BA 113A* — Elementary Accounting
REC 113 — Individual Tennis Instruction
REC 112L** — Tennis Teaching Lab I
REC 113S*** — Tennis Seminar I
PSY 111 — Freshman Orientation

Semester II
ENG 123 — Composition and Rhetoric

* BA 214 may be substituted for BA 113A and BA 123A.
** Must be taken concurrently with a Tennis Seminar.
***Tennis team may enroll for Tennis Seminar only.

BA 123A* — Elementary Accounting
REC 122L** — Tennis Teaching Lab II
REC 123A — Scientific Approach to Tennis Teaching
REC 123G — Group Dynamics Tennis Instruction
REC 123S*** — Tennis Seminar II

Summer Session
REC 114S — Tennis Camp Lab.

Semester III
BA 113B — Introduction to Business
PSY 213 — Introductory Psychology
SPH 113A — Speech
REC 213C — Tennis Camp & Club Management
REC 212L** — Tennis Teaching Lab III
REC 213S*** — Tennis Seminar III

Semester IV
BA 213L — Business Law
SOC 213 — Introductory Sociology
FM 123 — Fashion Marketing
REC 223E — Contemporary Concepts in Tennis Instruction
REC 222L** — Tennis Teaching Lab IV
REC 223S*** — Tennis Seminar IV

Recreation 112L — Tennis Teaching Lab I (0-15) A basic study of on court teaching skills will be practiced. An emphasis will be placed on individual lessons.

Recreation 113 — Individual Instruction (3-0) A study of the uniqueness of the individual in tennis will be made. Detailed information on reasons and objectives explaining the participation of the individual in tennis will be discussed. The understanding of procedure and application for private instruction and learning theory of the individual will be researched.

Recreation 113S — Tennis Seminar I (3-0) To properly acquaint students with the methods and materials to coach tennis. It includes principles for becoming a professional tennis coach, proper coaching methods, fundamentals of tennis and the philosophy of tennis.

Recreation 114S — Tennis Camp Lab (1-39) Assignment to a position at a summer tennis camp. Student will be responsible for a journal of activities and an evaluation of the work assignment. Summer tennis camp will be on Tyler Junior College campus.

* BA 214 may be substituted for BA 113A and BA 123A.
** Must be taken concurrently with a Tennis Seminar.
***Tennis team may enroll for Tennis Seminar only.

Recreation 112L — Tennis Teaching Lab II (0-15) An introduction to technical equipment as teaching aids will be presented. In includes: ball machines, video recorder, audio recorder and also tennis racquet stringing equipment. A continuation of on court skills will be practiced.

Recreation 123A — Scientific Approach to Tennis Teaching (3-0) The game of tennis will be analyzed from a scientific viewpoint. Information will be based on recent updated information by research studies of prominent tennis physicists and biomechanics.

Recreation 123G — Group Dynamics of Tennis Instruction (3-0) This course will define basic recreation and its need in today's society. A survey of basic terminology, skills and rules for selected lifetime sports will be covered. An emphasis will also be placed on sport medicine: A topic ranging from injury prevention exercises to diet and performance.

Recreation 123S — Tennis Seminar II (3-0) A study of planning, organizing, and conducting activities for tennis programs. It includes: promotion, special events, clinics, junior development, ladies day, ladders, tournaments, leagues, and social events as well as the construction of the overall program.

Recreation 213C — Tennis Camp and Club Management (3-0) The process of managing by planning, directing, coordinating, and controlling of tennis facilities, employees and participants is studied. Emphasis is on knowledge and understanding of the organization, administration, and promotion of tennis. The operation and role of the director will be demonstrated and evaluated.

Recreation 213L — Tennis Teaching Lab III (0-15) An emphasis will be placed on the organization, planning and performance of group lessons. A continuation of court skills will be practiced as well as off court procedures of the tennis professional.

Recreation 213S — Tennis Seminar III (3-0) A study of essential elements and basic principles involved in the organization, supervision and operation of a tennis pro-shop. Evaluation of various types of pro-shops will be made.

Recreation 222L — Tennis Teaching Lab IV (0-15) A survey of tennis management at various clubs will be made. Also the student will be challenged to contribute to creative and innovative lessons and programming. A continuation of court skills will be practiced as well as off court procedures of the the tennis professional.

Recreation 223E — Contemporary Concepts in Tennis Instruction (3-0) Further training of tennis instruction will be conducted by a

study of a selected reading list of tennis authors. The comparison and analysis of the similarities and differences of teaching and coaching styles and methodologies of the published works will be discussed.

Recreation 223S — Tennis Seminar IV (3-0) The course will provide insight and knowledge in the field of court construction and maintenance. A survey will be conducted dealing with the design and lay-out of various tennis facilities.

Respiratory Therapy
8025

The respiratory therapy department offers two programs which prepare individuals for an allied health speciality in clinical care and management of respiratory disorders. The twelve (12) month program leads to a Certificate of Proficiency and qualifies the graduate to apply for the Certified Respiratory Therapy Technician board examination. The twenty-four (24) month program graduates a student with an Associate-in-Applied Science Degree and qualifies the individual to apply for the Registered Respiratory Therapist board examination.

The curriculum for the certificate program is included in the Registry Curriculum which is expanded with academic courses. These didactic courses include biology, chemistry, mathematics, and English. Respiratory therapy courses consist of classroom, laboratory and supervised hospital experience. The Certification and Registry programs have full accreditation from the Joint Review Committee on Respiratory Therapy Education (JRCRTE).

Since enrollment in this program is limited, those applying for admission must make application with the program coordinator.

Persons who are certified respiratory therapy technicians (CRTT) have an alternate means of becoming Registry eligible. A CRTT can obtain 62 credit hours to include courses in anatomy, physiology, chemistry, biology, microbiology, math and physics, then become eligible to sit the Registry examination. The courses can be taken so as to also obtain an Associate Degree. See the program coordinator for details. Selected respiratory courses are offered in the evening.

A respiratory therapy student cannot graduate unless he/she maintians an overall "C" average and has a minimum of a "C" in every respiratory therapy technology course.

RESPIRATORY THERAPY TECHNOLOGY CERTIFICATION OPTION—CURRICULUM

Semester I
RT 112—Cardiopulmonary Anatomy & Physiology I
RT 113—Basic Skills
RT 114—Clinical Orientation
RT 114A—Technology I
MTH 123E—Applied Mathematics II
PSY 111—Freshman Orientation

Semester II
RT 121—Pediatric Care
RT 122—Pharmacology I
RT 123—Clinical Laboratory
RT 123A—Pathology
RT 124—Technology II
BIO 113B—Anatomy and Physiology

Summer Session I
RT 114S—Clinical Experience I

Summer Session II
RT 124S—Clinical Experience II

RESPIRATORY THERAPY TECHNOLOGY REGISTRY OPTION—CURRICULUM

Semester I
RT 112—Cardiopulmonary Anatomy and Physiology I
RT 113—Basic Skills
RT 114—Clinical Orientation
RT 114A—Technology I

RESPIRATORY THERAPY TECHNOLOGY REGISTRY OPTION—CURRICULUM

Semester I
RT 112—Cardiopulmonary Anatomy & Physiology I
RT 113—Basic Skills
RT 114—Clinical Orientation
RT 114A—Technology I
MTH 123E—Applied Mathematics
PSY 111—Freshman Orientation

Semester II
RT 121—Pediatric Care
RT 122—Pharmacology
RT 123—Clinical Laboratory

RT 123A—Pathology
RT 124—Technology II
BIO 113B—Anatomy & Physiology

Summer Session I
RT 113S—Equipment Instrumentation
ENG 113*—Composition & Rhetoric

Summer Session II
RT 123S—Cardiopulmonary Anatomy & Physiology II
Approved Elective**

Semester III
RT 213—Clinical Practice I
RT 213A—Pharmacology II
RT 214—Technology & Care
CHEM 114A—Elementary Chemistry
ENG 223B—Technical Report Writing

Semester IV
RT 223—Clinical Practice II
RT 223A—Applied Cardiopulmonary Pathology
RT 223B—Management & Education
BIO 123B—Anatomy & Physiology
BIO 114A—Microbiology

Summer Session III
RT 212S—Seminar and Care Planning
RT 213S—Clinical Practicum I

Summer Session IV
RT 224S—Clinical Practicum II

Respiratory Therapy 112 — Cardiopulmonary Anatomy and Physiology I (2-1) An introduction to the structure and function of the heart and pulmonary organ systems.

Respiratory Therapy 113 — Basic Skills (3-0) A study of basic scientific concepts used in respiratory therapy.

Respiratory Therapy 113S—Equipment Instrumentation (8-2) An advanced study of equipment characteristics and operating techniques. A comparison of respiratory therapy equipment on the basis of design and clinical function.

Prerequisite: RT 124 or permission of instructor.

* Student placement in ENG 113 and MTH 113A is based upon the results of tests and subjects completed before admission.

** Approved Electives: PSY 213, CS 113A, GOV 223, HIST 213 or 223, *MTH 113A.

Respiratory Therapy 114—Clinical Orientation (3-9) An introduction to respiratory therapy and health care.

Respiratory Therapy 114A — Technology I (3-4) A study of the basic techniques, procedures and equipment used in respiratory therapy.

Respiratory Therapy 121 — Pediatric Care (1-0) A study of specialized techniques, procedures, and equipment used in the treatment and care of infants and children.

Respiratory Therapy 122—Pharmacology I (2-0) A study of drugs directly related to repiratory therapy.

Respiratory Therapy 123—Clinical laboratory (0-12) The application of basic respiratory therapy to patient care within the hospital environment.

Prerequisite: Respiratory Therapy 114 with a "C" or better.

Respiratory Therapy 123A — Pathology (3-0) An introduction to cardiopulmonary diseases. Their etiology, pathophysiology, complications, occurrence, clinical manifestations, treatment and prevention.

Respiratory Therapy 124—Technology II (3-3) A continued study of respiratory therapy equiment behavior and care techniques from RT 114A.

Respiratory Therapy 114S—Clinical Experience (0-40) The practice of respiratory therapy techniques in the hospital environment. An emphasis is given to allow the student a more independent role in his function as a technician. Only for student wishing to complete the one-year Certification Program.

Prerequisite: Completion of all freshman fall and spring semesters with "C" or better in respiratory therapy courses.

Respiratory Therapy 124S—Clinical Expierience II (0-40) A continuation of RT 114S.

Prerequisite: Respiratory Therapy 114S.

Respiratory Therapy 123S—Cardiopulmonary Anatomy & Physiology II (8-0) An intensive study of structure and function of the circulatory lung and renal systems as they apply to respiratory therapy.

Respiratory Therapy 213—Clinical Practice I (0-12) Applied respiratory therapy and exposure to cardiopulmonary medicine in the clinical setting. Rotations are provided through specialized units in-

cluding surgery and anesthesiology, cardiopulmonary labs, intensive care, and neonatal intensive care.

Prerequsite: Completion of all first year Associate Degree requirements with a G.P.A. of 1.0 or better.

Resiratory Therapy 213A — Pharmacology II (3-0) An advanced study of drugs used within and related to the practice of respiratory therapy.

Prerequisite: Respiratory Therapy 122.

Respiratory Therapy 214 — Technology and Care (3-3) A continuation of RT 113S.

Prerequisite: RT 113S with a C or better.

Respiratory Therapy 223 — Clinical Practice II (0-12) Continued exposure to cardiopulmonary medicine and respiratory care techniques.

Respiratory Therapy 223A — Applied Cardiopulmonary Pathology (3-0) An in depth study of diseases involving and related to the cardiopulmonary system and its function.

Prerequisite: Respiratory Therapy 123A with a C or better.

Respiratory Therapy 223B—Management and Education (3-0) A course divided into two sections: 1. managerial aspects of respiratory therapy; 2. topics in respiratory therapy education including such areas as inservice education, behavioral objectives, test construction, and teaching strategies.

Respiratory Therapy 212S — Seminary and Care Planning (6-0) The presentation of patient case studies in a panel discussion format and practical aspects in the formulation of a working respiratory care plan.

Prerequisite: enrollment in Respiratory Therapy 213S.

Respiratory Therapy 213S — Clinical Practicum I (0-24) Clinical practice of respiratory therapy and related aspects of nursing arts. Experience as a practicing technician plus correlation with advanced clinical and technological concepts.

Respiratory Therapy 224S — Clinical Practicum II (0-40) A continuation of Respiratory Therapy 213S.

Sociology and Anthropology

Student majoring in sociology should see a Tyler Junior College counselor for help in completing a course plan.

Anthropology 213—Social Anthropology (3-0) A consideration of various forms of social institutions, such as the family, clan, kin groups, community, sodalities, religion, and government, found over the world and exemplified by such people as the Apache and Hopi Indians, Australians, Samoans and Hottentots. Various schools of social anthropology theory are summarized. **220201**

Anthropology 213A—Introduction to Anthropology (3-0) Principles of physical and cultural anthropology; analysis of the cultures of prehistoric and existing preliterate people; impact of modern western culture on preliterate societies. **220201**

Anthropology 223—Cultural Anthropology (3-0) A comparative study of culture and social organization among primitive or preliterate societies. Emphasis upon marriage, property, religion, magic and tribal control. Attention is also given to the significance of the study of primitive cultures for an understanding of urban industrial civilizations. **220201**

Sociology 213—Introduction to Sociology (3-0) Basic concepts and principles of social behavior; relationships of culture and social interactions to human behavior; analysis of existing group structures and social organizations.

Sophomore Standing suggested. **220801**

Sociology 213A—Marriage and Family (3-0) A broad introduction to the study of marriage and family life. Analyzes the changing lifestyles and social relationships involved in courtship and dating and some of the problems in interpersonal adjustments in marriage. Covers contemprorary marital problems, divorces, and remarriages.

Sophomore Standing suggested. **220809**

Sociology 223—Social Problems (3-0) Application of sociological concepts and methods to the analysis of current social problems which include juvenile delinquency, adult offenders, alcoholics, suicides, family disorganizations and crimes in the community.

Sophomore Standing suggested. **220802**

Speech and Theatre

A student majoring in speech, drama, or theatre should see a Tyler Junior College counselor for help in completing a course plan.

All underlined course headings are theatre or theatre related courses. Those marked with an asterisk will be accepted for either a speech or a theatre degree.

Please note that some courses are not offered every semester or every year and plan your schedule accordingly.

Speech 111F, 121F, 211F, 221F — Forensics* (0-3) A laboratory course for students who participate extensively in forensic activities such as plays, tournaments, and festivals. Types of contest events are discussed and students prepare public address, oral interpretation, and/or dramatic selections for presentation at contests attended during the semester. Offered every semester. **150604**

Speech 111 — Parliamentary Procedure (1-0) A course covering correct procedure in the forming of an organization and how to conduct meetings properly. Offered as requested. **150601**

Speech 113 — Public Speaking (3-0) Principles and types of speeches are discussed. Practice in planning, organizing and delivering general speeches is provided for the student to improve one's informative, persuasive and entertainment skills. Speech 113 and Speech 223A cannot both be counted for credit. Offered only in the spring. **150501**

Speech 113A — Fundamentals of Speech (3-0) This introductory course emphasizes the importance of communication, helps the student to recognize the elements necessary for good communication in personal, small group and public communication. Theory, examples, and participation in different situations are used to improve the student's ability to be an effective sender and receiver of ideas. Offered every semenster. **150501**

Speech 113B — Speech for Prospective Teachers (3-0) Improvement in the prospective classroom teacher's command of the basics of good speech; understanding of the practical application of speech in teaching students. Speech 113A and Speech 113B cannot both be counted. **150502**

Speech 113C — Voice, Diction, and Phonetics* (3-0) The basic principles of diction, including physiological descriptions and practice in the use of the International Phonetic Alphabet; intensive practical experience in voice development through classroom exercises and

special activities to meet individual vocal needs and professional objectives. Offered every semester. **150503**

Speech 123A — Oral Interpretation* (3-0) Theory and practice in understanding and interpreting the printed page; oral presentation of the various literary forms; individual projects in intrepretative reading with continued development of an expressive voice. Offered every semester. **150607**

Speech 123B — Fundamentals of Acting* (2-2) Theory and practice in bodily control, voice, pantomime, interpretation, characterization, and stage technique. Analysis and study of specific roles, princi-

ples of group movement, varied projects in individual and ensemble acting. Offered every spring. **100706**

Speech 123C—Basic Theatre Practice (3-2) Study and practice in the visual arts of the theatre. Includes an introduction to stagecraft and lighting. Three (3) hours lecture per week, and two (2) hours laboratory per week. Additional work on technical crews to provide practical experience. Offered every other fall semester. **100704**

Speech 123D—Introduction to Radio and Television Communication (2-3) A study of the principles of radio and television speaking, including the preparation of commercials, news and program continuity. History, development and regulation of the broadcasting industry as a mass medium and social force. Practical experience operating control board and turntables in practice studio. Field trips to radio and television stations. Offered every semester. **150504**

Speech 123M—Makeup (3-0) The principles of straight and character makeup, intensive practical application and experience in stage productions are provided for the student. Offered every other spring semester. **100710**

Speech 123W—Theatre Workshop II (2-2) A course in all phases of drama theatre, with emphasis on techniques and procedures, with practical experience gained by participating in a play produced as a class project. **100705**

Speech 213A—Introduction to the Theatre (3-0) An introductory study of the theatre arts, including an elementary study of play analysis, playwrighting, and dramatic criticism as well as the techniques and modern theatre practice in acting, directing, scene design and lighting. Field trips and guest lecturers will be provided. Offered every other fall semester. **100701**

Speech 213B—Acting II (2-2) Study with practical experience in problems of creating characterization, with empahsis on developing vocal and physical skill in acting.

Prerequisite: SPH 123B. Offered every spring. **100707**

Speech 213H—History of the Theatre (3-0) Development of theatre arts from the earliest times through the seventeenth century. Offered as requested. **100702**

Speech 223A—Business and Professional Speaking (3-0) Special types and techniques of speeches most common to business and professional people; theory and practice in business speech situations, personal conferences, oral reports, sales talks and occasional speeches. Offered every semester. **150603**

Speech 223B — Introduction to Speech Correction and Audiology (3-0) An introduction to the study of the disorders of speech and hearing; types of disorders, causes, diagnosis and therapy methods used for correction. Offered in the fall. **150502**

Speech 223H — History of the Theatre (3-0) Development of theatre arts from seventeenth century through modern times. Offered as requested. **100702**

Speech 213I — Interpersonal Communication (3-0) Theory and practice in person-to-person interaction with focus on development, maintenance, and termination of relationships. Offered every other spring. **150623**

Surveying
8435

Students successfully completing this program receive the Associate-in-Applied Science Degree.

Surveying at Tyler Junior College was initiated at the request of land surveyors in the East Texas area. The courses offered are designed to teach the students the basic elements of surveying theory and to afford them enough supervised practice to enable them, in two years time, to become useful apprentices to this industry. Land surveying as such is emphasized and includes history, dendrology, evaluating property corners, measuring boundaries, describing land by metes and bounds, calculating land areas, and using the Texas Coordinate System. Other phases of surveying taught are mapping and route surveying.

SURVEYING CURRICULUM

Semester I
SUR 113—Introduction to Surveying
SUR 113A—Surveying Measurements Practice
ENG 113—Composition and Rhetoric
MTH 113E*—Applied Mathematics I
Approved Elective**

Semester II
SUR 123—Land Surveying
SUR 123A—Land Surveying Practice

* Student placement in mathematics classes is based upon the results of tests and subjects completed before admission.

** Approved Electives: Drafting 113A, Drafting 223D, Real Estate 113, Real Estate 113B, Real Estate 123, Real Estate 213, Grpahic Communications 113, History, Government.

ENG 223B—Technical Report writing
MTH 123E*—Applied Mathematics II
Approved Elective**

Semester III
SUR 213—Topographic Surveying and Mapping
SUR 213A—Field Mapping Practice
MTH 113T—Applied Trigonometry
SPH 223A—Business and Professional Speaking
Approved Elective**

Semester IV
SUR 223—Route Surveying
SUR 223A—Route Surveying Practices
SUR 223B—Legal Principles of Boundary Location
DFT 223B—Map Drafting
Approved Elective **

Surveying 113—Introduction to Surveying (3-0) Definition of surveying; importance of and brief history; types of surveying and present status of the profession. The theory of measurements and errors, to include definitions of mistakes and errors, rounding off figures, significant figures, and accuracy and precision. Elementary basic methods of surveying computations. Must be taken concurrently with Surveying 113A.

Surveying 113A — Surveying Measurements Practice (2-5) Use and care of the 100-foot steel tape and engineer's level. Elementary field exercises in pacing and chaining (horizontal linear distance measuring) and leveling (vertical distance measuring). Instructions in sighting, signaling, and reading and setting verniers. Proper procedures of taking field data and recording same in surveying field notebooks using the Reinhardt system of lettering. Must be taken concurrently with Surveying 113.

Surveying 123—Land Surveying (3-0) Brief land history of Texas to include the disposition of the public domain; surveying in Texas; surveying the public lands of the United States. More advanced methods of computations to include the use of basic trigonometry functions in calculating land areas by the "double meridian distance" method, and also the use of basic analytic geometry in calculating land areas by coordinates. Must be taken concurrently with Surveying 123A.

* Student placement in mathematics classes is based upon the results of tests and subjects completed before admission.

** Approved Electives: Drafting 113A, Drafting 223D, Real Estate 113, Real Estate 113B, Real Estate 123, Real Estate 213, Grpahic Communications 113, History, Government.

Surveying 123A — Land Surveying Practice (2-5) field exercises using the transit and the theodolite. Establishing and referencing monuments; turning and reading horizontal and vertical angles; the theory of the compass and magnetic declination; traversing using bearings, azimuths and deflection angles; and recording in surveying field notebooks. Must be taken concurrently with Surveying 123.

Surveying 213—Topographic Surveying and Mapping (3-0) Definition and uses of the plane table and associated methods to include traversing radiation, intersection, and resection; mapping and contouring; map projections; the Texas Coordinate System; basic field astronomy; and determination of meridian.

Must be taken concurrently with Surveying 213A.

Surveying 213A—Field Mapping Practice (2-5) The actual accomplishment of planimetric and topographic maps in the field; making Polaris observations to establish true meridian; brief units on dendrology and photogrammetry; and consideration of the requirements of subdivisions and the platting and filing of same. Must be taken concurrently with Surveying 213.

Surveying 223—Route Surveying (3-0) Transportation systems to include office plans and field and aerial requirements for same; theory and computations involved in solar observations; computations of horizontal circular curves and vertical parabolic curves; grades and cross-sections; plan-profile sheets; and earthwork estimates. Must be taken concurrently with Surveying 223A.

Surveying 223A—Route Surveying Practice (1-4) Field exercises to include the reconnaissance survey, preliminary survey, and location survey; the actual making of solar observations; centerline traverse and profile levels; right angle locations and cross-section construction stake setting; staking horizontal curves; and calculating cuts and fills and earthwork. Must be taken concurrently with Surveying 223.

Surveying 223B — Legal Principles of Boundary Location (3-0) Systems used to describe property; ownership and transfer of real property; locating sequence and simultaneous conveyances; reversion rights; riparian and littoral ownerships; the surveyor in court; and Texas land law questions and answers.

Vocational Nursing (LVN)
7821

Vocational nursing offers a curriculum leading to a Certificate of Proficiency. The curriculum is designed to prepare qualified individu-

als to give direct nursing care to patients of all age groups and to promote development of the individual as a responsible member of society. The graduates fo this program are prepared for nursing practice in hospitals, clinics, nursing homes and other health agencies.

The curriculum is one year in length and students who complete the course successfully are eligible for the examinations by the state board. Only students who have completed a course of training approved by the State Board of Vocational Nursing Examiners, and who have successfully passed the state licensing examination are authorized to practice as licensed vocational nurses.

Since enrollment in this program is necessarily limited, those applying for admission must make their application directly to the director of this program.

The Admissions Committee selects the class on the basis of high school records, tests results and personal interview.

A vocational nursing student cannot graduate unless she/he maintains a minimum of a "C" average in each vocational nursing course.

Any student who has successfully completed one or two semesters in vocational nursing at Tyler Junior College and withdraws from the program, and after being out of the program for two years or more wishes to re-enter the program, must successfully pass (with a 70 percent or better) the most current final examination for each vocational nursing course completed prior to withdrawal.

VOCATIONAL NURSING CURRICULUM

Semester I
LVN 111 — Personal and Vocational Adjustments
LVN 111A — Nutrition
LVN 111B — Mental Health and Mental Illness
LVN 111C — Clinical Experience I
LVN 111D — Disease Control and Prevention
LVN 113 — Anatomy
LVN 113A — Pharmacology
LVN 113B — Maternity and Newborn Nursing
LVN 113S — Vocational Skills

Semester II
LVN 121A — First Aid
LVN 121B — Geriatrics
LVN 122 — Pediatric Nursing, Normal Growth and Development
LVN 123 — Medical-Surgical Nursing I
LVN 139 — Clinical Experience III

Summer Session
LVN 134 — Medical-Surgical and
Personal-Vocational Adjustments II
LVN 139 — Clinical Experience III

Vocational Nursing 111 — Personal and Vocational Adjustments I. Introduction to nursing, nursing ethics, legal aspects, personal hygiene, licensure nursing associations and publications. (25 clock hours)

Vocational Nursing 111A — Nutrition. Basic normal nutrition and nutrients required for maintaining health. Introduction to basic hospital diets. (Specific diet therapy to be incorporated in related subjects and in patient care). (25 clock hours)

Vocational Nursing 111B — Mental Health & Mental Illness. Basic principles of positive mental health and of psychiatric nursing. (30 clock hours)

Vocational Nursing 111C — Clinical Experience I. This area of training consists of actual nursing experience gained through the assignment of duty periods, on a rotation basis, in each nursing area of the hospital. Supervised by the regular LVN instructor, the student is familiarized with the nursing responsibilities and requirements to be expected on accepting employment as a licensed vocational nurse. (64 clock hours)

Vocational Nursing 111D — Disease Control & Prevention. Basis microbiology for understanding the importance of maintaining cleanliness and disinfection in relation to prevention of disease, disease control and community health and resources. (10 clock hours)

Vocational Nursing 113 — Anatomy. Basic anatomy and physiology as a background for nursing skills and other subjects. (50 clock hours)

Vocational Nursing 113A — Pharmacology. Weight systems, calculations of dosages. Introduction to basic classification of drugs. Principles and techniques of drug administration, excluding infusions. (Specific drug therapy to be incorporated in medical-surgical, maternity and newborn and pediatric nursing). (50 clock hours)

Vocational Nursing 113B — Maternity and Newborn Nursing. Normal obstetrics, pregnancy through labor and delivery to post-partum inclusive of complications specific to obstetrics and disease conditions affecting the course of obstetrics. Supportive care to include physical, emotional, and spiritual needs. Effects of drugs and diet on mother and child during prenatal and post-partum.

Immediate care of newborn, characteristics of newborn, complications of newborn related to pregnancy, labor and delivery. Nursing care of congenital abnormalities and birth injuries. (50 clock hours)

Vocational Nursing 113S — Vocational Skills. Basic nursing concepts, nursing techniques. This area of training consists of actual nursing experience gained through supervised assignments in each nursing area in the hospital. (176 clock hours)

Vocational Nursing 121A — First Aid. Basic principles of emergency nursing measures. (15 clock hours)

Vocational Nursing 121B — Geriatrics. Normal physical changes due to aging process. (Conditions and nursing care to be incorporated in medical-surgical nursing.) (10 hours)

Vocational Nursing 122 — Pediatric Nursing, Normal Growth & Development. Nursing of children with childhood diseases and diseases specific to children. Effects of disease on growth and development. Nursing care inclusive of supportive measures in meeting physical and emotional needs. Calculation of pediatric dosages; incorporation of drug and diet therapy.

Growth and development from infancy through childhood, teens and reproductive years. (Deviations from normal and nursing care to be incorporated in related subjects.) (40 clock hours)

Vocational Nursing 123 — Medical-Surgical Nursing I. Nursing of conditions of illness requiring medical or surgical treatment. Care of aged. Supportive care inclusive of physical, emotional, and spiritual needs. Incorporation of specific drug and diet therapy. Practice in the administration of medications. (54 clock hours)

Vocational Nursing 128 — Clinical Experience II. This area of training consists of actual nursing experience gained through the assignment of duty periods, on a rotation basis, in each nursing area of the hospital. Supervised by the regular RN/LVN instructor, the student is familiarized with the nursing responsibilities and requirements to be expected on accepting employment as a licensed vocational nurse. (584 clock hours)

Vocational Nursing 134 — Medical-Surgical & Personal Vocational Adjustments II. Nursing of conditions of illness requiring medical or surgical treatment. Care of aged. Supportive care inclusive of physical, emotional, and spiritual needs. Incorporation of specific drug and diet therapy. Practice in the administration of medications. Medical-Surgical I and Medical-Surgical II add up to seven months. (66 clock hours)

Vocational Nursing 139 — Clinical Experience III. This area of training consists of actual nursing experience gained through the assignment of duty periods, on a rotation basis, in each nursing area of the hospital. Supervised by the regular RN/LVN instructor, the student is familiarized with the nursing responsibilities and requirements to be expected on accepting employment as a licensed vocational nurse. (549 clock hours)

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Ph.D., The University of Texas at Austin

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M.B.A., Texas A&M University

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M.L.A., Southern Methodist University

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M.Div., Southwestern Baptist Theological Seminary

Dennis Mayfield ..... Biology Laboratory
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M.A., Stephen F. Austin State University

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